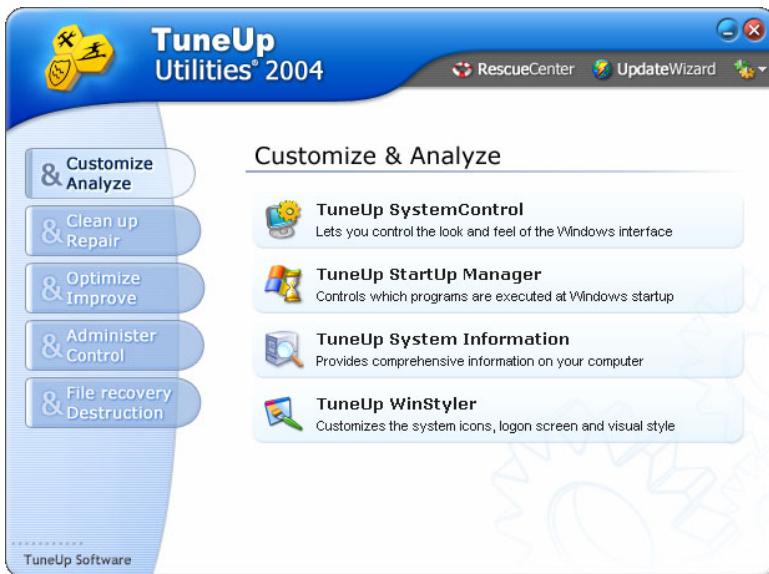


TuneUp Utilities 2004

User Manual





TuneUp Utilities 2004 was developed by:

Company: TuneUp Software GmbH

Address: Donnersbergring 22

64295 Darmstadt

Germany

Internet: www.tune-up.com



Support for this software can be obtained at the following addresses:

E-mail: [tu2004@tune-up.com](mailto:tun2004@tune-up.com)

Internet: www.tune-up.com/support/

Table of Contents

Table of Contents	5
Preface	9
Installation.....	11
System Requirements.....	11
Starting the Installation.....	12
Entering Your User Name and Serial Number.....	13
Selecting the Installation Location.....	14
Introduction to TuneUp Utilities	15
Starting the Software.....	15
Structure and Use of the Software	15
The Five Categories	16
Customize and Analyze	16
Clean up and Repair	17
Optimize and Improve.....	17
Administer and Control	17
File recovery and Destruction	17
Customize and Analyze	18
TuneUp SystemControl.....	20
Usage	20
Appearance → Animations and Effects	21
Appearance → File Types.....	22

Table of Contents

Appearance → Folder Options.....	24
Usage → Input Options.....	25
Usage → Start Menu	26
Usage → Taskbar.....	27
Communication → Network.....	28
Communication → Internet Explorer	29
Communication → E-mail Programs.....	30
Communication → Privacy	30
Administration → User Logon	32
Administration → Drives	33
Administration → Memory and Cache.....	34
Administration → Start and Maintenance	34
Administration → System.....	36
Wizards → Correct Problems.....	36
Wizards → Copy Settings	37
TuneUp StartUp Manager	39
Usage.....	39
TuneUp System Information.....	42
Usage.....	42
TuneUp WinStyler	45
Usage.....	45
System Elements	46
File System	50
Appearance.....	51
Repair.....	52
Logon Screen	53
Visual Style.....	55
Clean up and Repair	57
TuneUp RegistryCleaner	59
Usage.....	59
The Main Window.....	61
Clean-up.....	63

Table of Contents

TuneUp DiskCleaner	65
Usage	65
Analysis	66
Clean-up.....	68
Optimize and Improve.....	70
TuneUp MemOptimizer	72
Usage	72
Configuring AutoOptimize	73
Manual Optimization	74
Program Options	75
TuneUp RegistryDefrag	76
Registry Analysis.....	76
Defragmenting the Registry	77
TuneUp System Optimizer.....	78
1-Click Maintenance.....	78
The System Advisor	79
Optimize Internet Connection	80
System Optimization	82
Administer and Control.....	84
TuneUp Process Manager.....	86
Processes	86
Open Files	87
Performance.....	88
Menu Bar Functions	88
TuneUp Registry Editor.....	90
Usage	90
TuneUp Uninstall Manager.....	92
Usage	92
File recovery and Destruction.....	94
TuneUp Shredder	96
What does TuneUp Shredder Do?	96
Usage	96

Table of Contents

Deleting Files.....	97
Deleting a Folder	97
Deleting the Contents of the Recycle Bin.....	98
Selecting the Deletion Method.....	98
Shredding a File After Deletion.....	99
TuneUp Undelete	100
Usage	100
Enter Search String.....	101
Search Results	102
Recovering Files.....	103
Data Recovery 101	103
Deleting Sensitive Files the Right Way	104
Global Modules	105
TuneUp RescueCenter	106
Undoing Changes.....	106
System Recovery.....	108
TuneUp UpdateWizard	110
Usage	110
Installing Updates	111
Glossary	113
Index	126

Preface

**1**

Windows XP or one of its predecessors are installed on most computers in use around the world. Windows is an excellent operating system for standard tasks such as working with applications and managing files. But things aren't so simple when a user wants to customize, optimize or streamline the system – ease of use is quickly forgotten here, and many things cannot be done at all with the tools that come with the operating system.

But everything is possible. Windows controls the programs that are loaded when it starts up. Windows specifies which commands can be seen in the Start menu. Windows also controls how the icons on your desktop look. But how can a user change these settings?

Nearly everything
can be changed – if
you know where and
how.

It's all easy, says the expert. All of the parameters are hidden in the boot files and the Windows registry. The registry is the central database for the operating system and is used by your applications and hardware modules to save their current configurations. With the help of suitable editors, you can open this special database and manipulate all of the system's parameters. The problem is that only experienced experts know where to find the pertinent parameters among the myriad cryptic entries in the database. Most users have no idea what they are looking at when they open the registry.

Your personal
Windows expert

This is where TuneUp Utilities 2004 comes in. This software helps normal users and experts alike to better adapt Windows to their needs and tastes. All important system options are

explained clearly and can be enabled or disabled with a click of your mouse in many different modules. TuneUp Utilities 2004 takes care of changing the corresponding parameter in the registry or in the boot files.

TuneUp Utilities 2004 is not only about making Windows more attractive. It can also be used to optimize or clean up the system with a single mouse click, removing unneeded files from your hard drive and deleting superfluous entries from your registry. And all configurations are optimized so that Windows runs noticeably faster than before.

Automatic
adaptation to your
operating system

To make all of this possible, TuneUp Utilities 2004 delves deeply into the Windows operating system. But Windows itself changes significantly from year to year. For this reason, our software adapts automatically to all supported Windows versions. As a user, you normally do not notice this and can simply use the software and all of its features.

Installation

2

Before you can use TuneUp Utilities 2004 on your computer, you must install it. This copies the program files to your computer so that you can start and use the program any time without inserting the CD.

System Requirements

Your system must fulfill certain minimum requirements in order to be able to properly install and use TuneUp Utilities 2004. These requirements are not demanding, and should be met by any fairly modern computer.

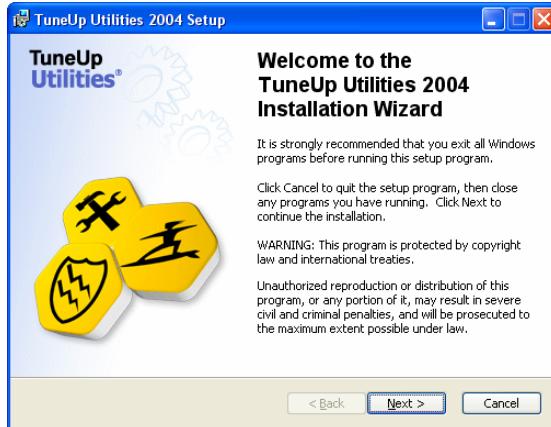
Minimum system configuration	Recommended system configuration
Microsoft Windows 98	Microsoft Windows XP
800x600 screen resolution with 256 colors	1024x786 screen resolution with 16.7 million colors
25 MB free disk space	40 MB free disk space
133 MHz Intel Pentium or AMD K5 processor	Intel Pentium II or AMD Athlon processor
CD-ROM or DVD-ROM drive	CD-ROM or DVD-ROM drive
	Internet access

Starting the Installation

Insert the included CD in your CD-ROM drive. The installation should start automatically as soon as Windows recognizes the CD.

If nothing happens when you insert the CD, the AutoPlay function has been deactivated for your drive. In this case, open your Explorer and double click the file **Setup.exe** in the root CD directory to start the installation.

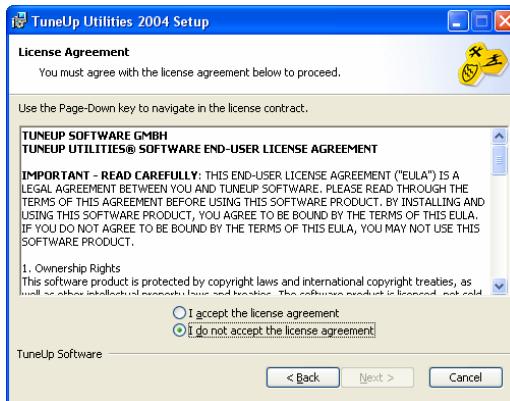
Please close all other programs.



The installation program now displays an introductory screen asking you to close all other open programs. To do this, press Alt+Tab to switch to any open applications and close them by pressing Alt+F4. You must do this to ensure that no problems occur during installation. This also makes it possible for the installation program to update system files that may otherwise be locked because they are in use. Once you have closed all other programs, click **Next** to continue.

The program now displays the license agreement. Read the entire text to learn under what conditions you are allowed to use the program. Then select **I accept the license agreement** and click **Next**.

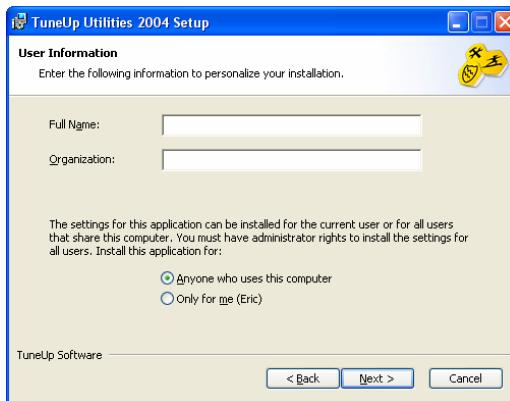
You must accept the license agreement to continue.



Entering Your User Name and Serial Number

On the next screen, you must enter your **User Information**. Here, the installation program requests your name and the name of your company or organization. These boxes are normally already filled in with the correct information. If this is not the case, please enter the correct information. The **Serial number** can be found on the front of this manual.

Personalize your copy of TuneUp Utilities



If you use Windows XP and 2000, you can specify whether the program should be available for all users on the computer or only for you in the next step.

After you have entered all necessary information, click **Next** to continue.

Selecting the Installation Location

You're almost done. Now, you have to specify the folder on your computer in which TuneUp Utilities 2004 should be installed. The default location suggested by the program is **C:\Program Files\TuneUp Utilities**.

You can normally use this folder. But if you wish to install the program in a different folder, click **Browse**.

Start the installation. Then click **Next** to begin copying the files.

A progress bar shows you how far along the installation is. Wait until the program displays the message "TuneUp Utilities 2004 was installed successfully".

Then click **Finish** to complete the installation.

Introduction to TuneUp Utilities

3

Starting the Software

There are a number of ways to open the TuneUp Utilities 2004 Start Center. The most important are explained below.

A new icon is added to your desktop when you install the software. Double click this yellow icon with the name **TuneUp Utilities 2004** to start the program directly.

You can also start the software through the Windows Start menu. To do this, open the Start menu and then the folder **All Programs**. This folder contains a folder called **TuneUp Utilities**, which is created when you install the software. Click the **TuneUp Utilities** icon in this folder to open the Start Center.

You can also start each of the TuneUp Utilities 2004 modules individually if you are familiar with the software. To do this, open the subfolder **Utilities** in the Start menu folder, which contains icons for each of the modules. Simply click one of these icons to start the corresponding module.

Structure and Use of the Software

TuneUp Utilities consists of a number of useful **modules** that can be accessed through a common graphical Start Center. This center is divided into five **categories** to make it easier to select the appropriate modules for what you want to do.



The five TuneUp Utilities 2004 categories can be seen on the left side of the window. Click one of these names to open the corresponding category.

The modules of the selected category are shown on the right side of the window in the form of **blue buttons**. You can start a module by clicking the corresponding button.

When you have finished working with a module, simply click the red X in the upper right corner to close it and return to the Start Center. Here, you can either select another module, or close TuneUp Utilities 2004.

The Five Categories

Customize and Analyze

These modules allow you to delve deeply into Windows and adapt the system to your needs and wishes. You can, for example, change the appearance of the interface and manage the programs that are automatically run when Windows starts. This category also includes a powerful diagnostic module that displays detailed and useful information on the hardware and software in your system.

→ Page 18

Clean up and Repair

A large number of unneeded files and system errors gather as you work with your computer every day. This category provides you with the tools you need to rid yourself of this unneeded ballast. One module cleans up the Windows registry and corrects errors, while another deletes unneeded files from your hard drive to free up space. This can noticeably speed up your system.

→ Page 57

Optimize and Improve

One module analyzes the configuration of your computer to identify settings that could be slowing it down and corrects them if you wish. Another module repairs and defragments the Windows registry. A memory manager also works in the background to optimize memory usage in your system.

→ Page 70

Administer and Control

Three modules for expert users help you edit the registry, monitor running processes and safely remove unneeded applications from your system.

→ Page 84

File recovery and Destruction

Safety and security at your fingertips. The Shredder can for example delete sensitive information in such a manner that it cannot be recovered. And if you ever accidentally delete a file, the undelete module is ready to recover files that have even been deleted from the Recycle Bin.

→ Page 94

Customize and Analyze

4

The modules in the **Customize and Analyze** category help you adapt the operating system to your needs.

You can tweak Windows to your heart's desire here.



TuneUp SystemControl is the most extensive module in TuneUp Utilities 2004 and lets you specify exactly how your Windows system should look and work. You will be surprised at how many options you can configure with TuneUp SystemControl.

TuneUp WinStyler takes care of the appearance of Windows. You can use this module to change the icons on your desktop and in your Start menu, and can also change the

icons for your drives, folders and Favorites. Under Windows XP, you can even change the appearance of the logon screen and install new visual styles that change the way the Windows interface looks entirely.

TuneUp StartUp Manager lets you finally put a stop to all of the irritating programs that load themselves automatically when you start Windows, even if you don't want them to.

And **TuneUp System Information** provides you with a clear overview of your hardware and software so that you know exactly what is installed in your system. This provides you with all the information you need so that you can, for example, tell a service technician which graphics card you have in your computer, the manufacturer of your main board, how much RAM you have installed, and much more.

TuneUp SystemControl

TuneUp SystemControl is a kind of control center that allows you to quickly and easily adapt your Windows operating environment to your needs and tastes.

Regardless of whether you want to change the visual effects, the desktop, the way users log on, the security of your system or memory management, TuneUp SystemControl lets you configure and optimize any setting, down to the smallest detail.

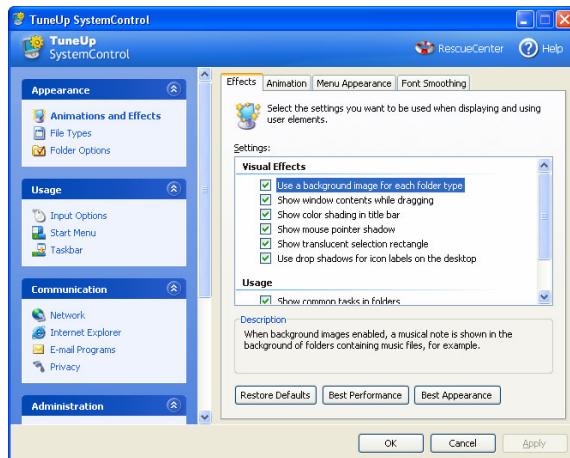
And the program even protects your privacy if desired by deactivating Internet functions that automatically contact Microsoft or that collect information on your surfing habits without asking permission.

All changes are monitored by **TuneUp RescueCenter** and can be undone at any time.

Usage

TuneUp SystemControl is a very powerful module. You can use it to easily and safely configure hundreds of Windows settings.

Extensive but easy to use: TuneUp SystemControl contains over 300 options, structured and clearly explained for easy use.



As soon as the program opens, the various categories that you can configure are shown on the left side of the window. These categories are **Appearance**, **Usage**, **Communication**, **Administration** and **Wizards**. Each of these categories contains multiple subcategories.

As soon as you click one of the subcategories with your left mouse button, the available options are shown on the right side of the window. Take a look at all of the settings that can be configured with the program, you will find many interesting and useful options.

TuneUp SystemControl adapts to the installed operating system automatically and only offers the options that are supported by your system. Don't be surprised when you see different options under Windows 98 and Windows XP, for example. If you need help with a particular setting in TuneUp SystemControl, use the integrated **context-sensitive help**, which can be accessed through the context menu for nearly every option.



Tip: Use the context-sensitive help !

Click any option in TuneUp SystemControl with your right mouse button and select **What's This?** to view detailed information for the selected option.

Appearance → Animations and Effects

Effects

You can configure the appearance and behavior of the system interface elements here.

Disabling various unneeded effects can lead to a significant increase in speed depending on your system.

Click **Best Appearance** to enable the most impressive visual settings. If speed is more important to you, click **Best Performance**. Click **Restore Defaults** to restore the original Windows settings.

Animations

You can specify which animations should be displayed when you work with windows and lists here.

Click **Best Performance** to disable all options that are only eye candy. Click **Restore Defaults** to restore the original Windows settings.

Menu Appearance

You can configure the appearance and behavior of context menus and standard application menus here.

Under **Animation**, you can specify whether menus should fade out when they close. You can also select a **display effect** from a drop-down menu.

Under **Effects**, you can specify whether Windows should use flat 2D menus or whether a small 3D shadow should be displayed beneath an open menu.

Font Smoothing

In order to improve the readability of text on your computer, you can select the font smoothing method that looks best to you under this option.

The smoothing method **ClearType** is especially interesting. It is designed for **flat screen monitors** (TFT and LCD) and makes use of their so-called subpixels in order to effectively smooth the edges of small fonts. Click **ClearType Settings** to adapt these settings to your individual monitor.

Appearance → File Types

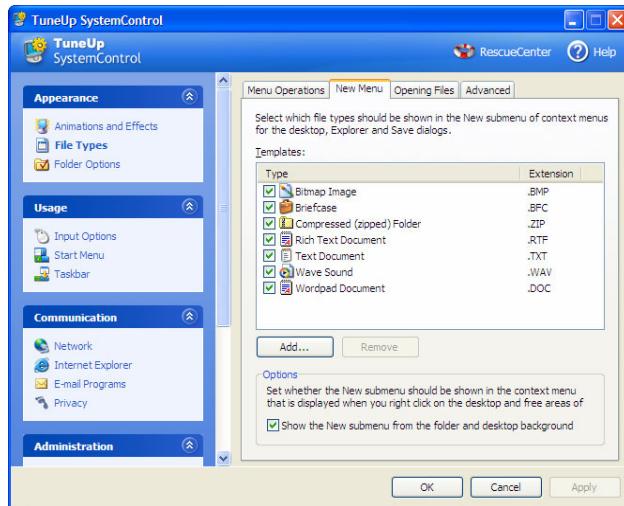
Menu Operations

In this tab, you can specify which entries should be shown in the context menus for drives and folders. This can let you open the command prompt directly under My Computer by right clicking a folder, for example.

New Menu

You can specify which file types are displayed in the New menu in the context menu for the desktop, the Explorer and the Save dialog here.

Remove unneeded entries from the menu and add your own!



If you wish to remove a file type from the menu, click the check box in front of the desired file type to remove the check mark. Click **Remove** to delete the file type from the list entirely. New file types can be added by clicking **Add**.

You can also specify whether the New menu is displayed at all in the context menu for the desktop and free areas of folder windows under **Options**.

Opening Files

If you try to open a file that Windows does not know, you are normally asked with which program you wish to open the file. Here, you can specify that all such files should be opened with a specific program automatically instead of having this dialog displayed.

Advanced

You can specify whether the prefix **Shortcut to** should be added to the names of new shortcuts, and whether pictures

and photos should automatically be opened with Windows Picture and Fax Viewer here.

Appearance → Folder Options

View

You can specify how folder Windows and the objects contained in them should appear here.

Navigation

Here, you can configure the settings for navigating in folder windows and special sorting settings for numbered files.

Thumbnails

You can configure the settings used for the automatic display of preview images for folders containing pictures here.

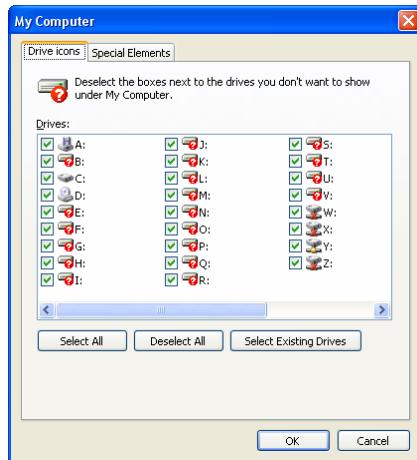
Colors

If you select the folder option “Single-click to open an item” in the Explorer, files and folders are selected as soon as you position the mouse pointer over them. You can select the color used to highlight selected files here. You can also specify the color in which encrypted and compressed files are displayed in the Explorer here (regardless of whether “Single-click to open an item” is selected or not).

Advanced

Here, you can specify which special items should be shown on the desktop and under My Computer. You can also easily hide entire drives and customize the behavior of the address box in the Explorer, Internet Explorer and the Run dialog.

Do you want to hide a drive from prying eyes? No problem, a click on My Computer makes it possible.



Usage → Input Options

Mouse Functions

You can configure the functions of your mouse here by swapping the mouse buttons and changing the behavior of the scroll wheel.

Mouse Sensitivity

You can configure how sensitively your mouse should react to click and drag actions here. You can change how long the computer will wait between two mouse clicks and still recognize a double click, for example.

Active Window Tracking

Here, you can activate a little-known Windows function that could entirely change the way you work with windows, so-called **Active Window Tracking**.

When you select the **Active Window Tracking** function, all you have to do to activate a window is move the mouse pointer over it.

The option in the **Foreground** section can also be selected if you wish to have the activated window brought to the front automatically.

Keyboard

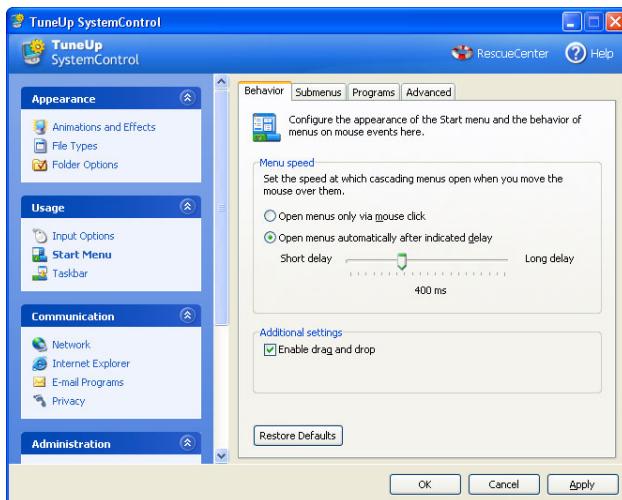
You can configure how Windows is controlled with the keyboard here, for example by configuring the behavior of the Windows key.

Usage → Start Menu

Behavior

You can configure how the Start menu reacts to specific mouse actions here.

You can navigate through menus much more quickly if you reduce the opening delay here.



Submenus

Here, you can specify how many of your most recently used documents and files should be shown in the Start menu, among other things.

You can also click **Setting** in the **Special menus** section to call up a window in which you can specify the commands that should be shown in the Windows Start menu.

Programs

Here, you can configure the Start menu settings that affect programs. One option is, for example, to customize the list of Frequently Used Programs.

Advanced

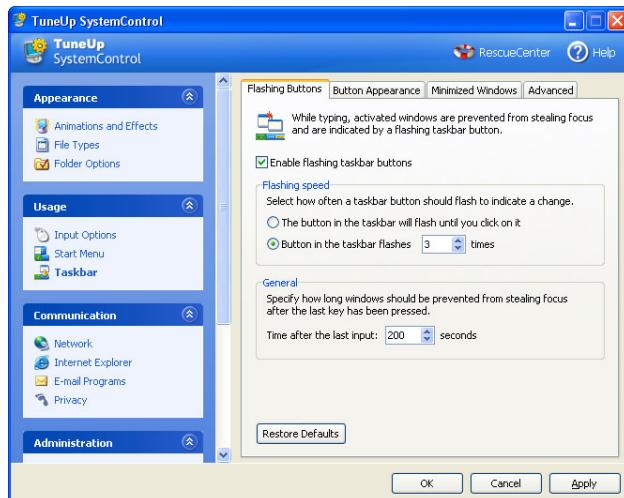
You can configure the display of your user name in the Start menu and call up other TuneUp Utilities modules that are relevant for the Start menu here.

Usage → Taskbar

Flashing Buttons

This function prevents other windows from “barging” their way to the front while you are working on a document in a text editing program. Instead, the button of the program on the taskbar will blink when the program needs your attention.

You can customize or deactivate button flashing here.



Button Appearance

You can specify whether and how windows should be represented by buttons on the taskbar.

Minimized Windows

Sometimes when a window is minimized, all that can be seen is the title bar that is moved to the lower edge of the screen, just above the taskbar, automatically. The behavior of windows that are minimized in this manner can be configured in accordance with your wishes in this tab.

Advanced

You can customize general display and behavior options for the taskbar and the notification area here.

Communication → Network

My Network Places

Here, you can configure a number of settings that affect the display of shares under My Network Places. These include preventing your computer from being shown under My Network Places on other computers.

Advanced

Here, you can deactivate the Windows **Universal Plug and Play** service for security reasons. You can also remove the **Windows Messenger** here.

Passwords

Saving your passwords means that you don't have to enter your password every time you dial into the Internet, access password protected shares, etc. However, hackers may be able to access and misuse these passwords. You can deactivate the automatic saving of passwords here.

Internet Time

You can specify whether and how Windows should synchronize your system clock with an Internet time server here. You can also add additional time servers to the list.

Internet

A variety of expert settings for your Internet connection can be configured here.

Communication → Internet Explorer

Explorer Bars

Here, you can configure the behavior of the bars in Internet Explorer. For example, you can specify that the search bar always searches using Google.

View

Here, you can customize Internet Explorer to suit your tastes. You can for example change the window title bar and specify a background picture for the toolbars.

Favorites

You can hide unwanted Favorites folders and their contents here. Please note that the contents of your Favorites folders are not shown here, but only the existing folders so that they can be hidden or displayed.

Menu

Here, you can customize the File menu of Internet Explorer, and under **Settings**, you can add many useful commands to the context menu that is called up when you click on a web page with your right mouse button.

Security

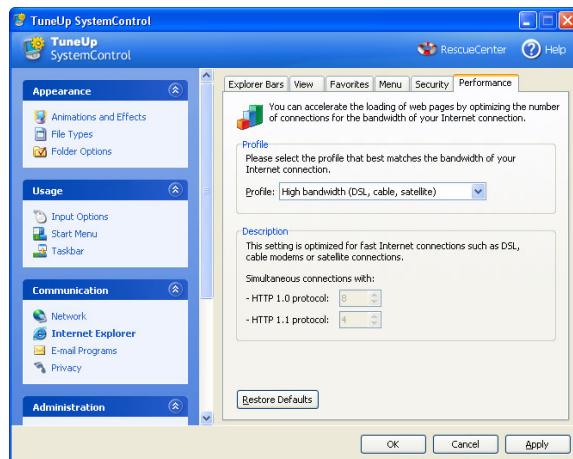
Make downloading files with Internet Explorer more secure and hide your browser version from sites you visit.

Performance

You can accelerate the loading of websites here by adapting the number of simultaneous connections to the bandwidth of your connection.

Customize and Analyze

Surf the Internet faster with this option!



Communication → E-mail Programs

Outlook Express

Specify what should happen when you start Outlook Express, what text should be displayed in the window title bar and which executable attachments should be blocked.

Office Outlook Appearance

You can configure options that affect the appearance of Office Outlook here.

Office Outlook Security

Office Outlook blocks potentially dangerous files in e-mail attachments for security reasons. Here, you can specify which file types should be subject to this blocking feature.

Communication → Privacy

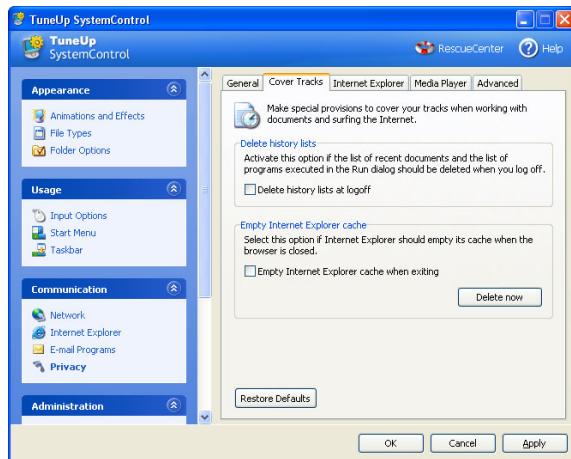
General

Here, you can configure settings that affect your privacy and security when working on the computer.

Cover Tracks

Here, you can configure settings to eliminate the traces of your work with documents and of web sites you've visit.

Cover the tracks you leave while working on your computer and surfing the Internet here.



Activate **Delete history lists at logoff** to have the lists of most recently used documents and programs emptied when you shut your system down. This prevents other persons from using these lists to find out what you have done on the computer.

Select **Empty Internet Explorer cache when exiting** to have the browser cache deleted as soon as you close the program. You should only select this option when maximum security is important to you and you do not wish others to be able to find out which sites you visited on the Internet by viewing the cache.

Internet Explorer

Here, you can configure security settings that affect your privacy when working with Internet Explorer.

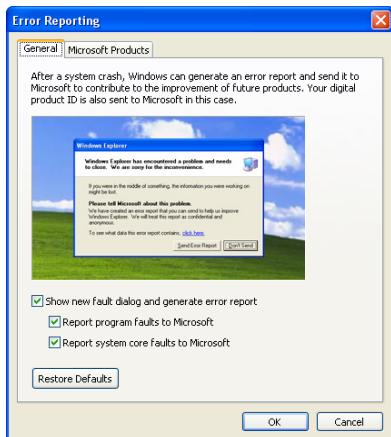
Media Player

You can configure all of the Windows Media Player settings that affect your privacy here.

Advanced

Here, you can configure Windows XP and Microsoft Office **Error Reporting** and go directly to other privacy options.

Prevent your product ID from being transmitted to Microsoft!



Administration → User Logon

General

Here, you can switch between the Welcome screen and classic logon prompt, and can customize both by clicking **Customize**.

Automatic Logon

In order to save yourself the trouble of logging on to your computer every time you use your system, you can have yourself logged on automatically.

Messages

Here, you can specify whether all users should be shown a message before they log on.

View

Specify here which screensaver should be shown when no user is logged onto the system.

Tour

Here, you can activate or deactivate the Windows tour, which offers an introduction to basic Windows functions and features. When this is activated, it will be shown each time you log on.

Administration → Drives

General

A number of settings that affect your drives can be configured here. You can enable **UDMA66 support** to accelerate access to your drives, for example.

Disk Space

Windows displays a warning automatically when too little free space is available on a drive. If this warning bothers you, clear the check box in front of **Show low disk space warning**.

AutoPlay

Under **Media change monitoring**, you can select or deselect **Monitor CD drives for media change** depending on whether you want Windows to automatically detect when you insert a disc into your CD and DVD drives.

Under **AutoPlay**, click **Advanced** to configure the automatic playing settings for different media types such as music CDs.

Advanced

Under **My Computer**, click **Settings** to specify which drives should be shown under My Computer. You can use this setting to effectively hide drives from prying eyes.

The button **TuneUp WinStyler** opens the TuneUp module that you can use to customize the icons for individual drives.

If you wish to defragment all of your drives and optimize the locations of all of your files on your drives so that they can be accessed more quickly, click **Defragment**.

Administration → Memory and Cache

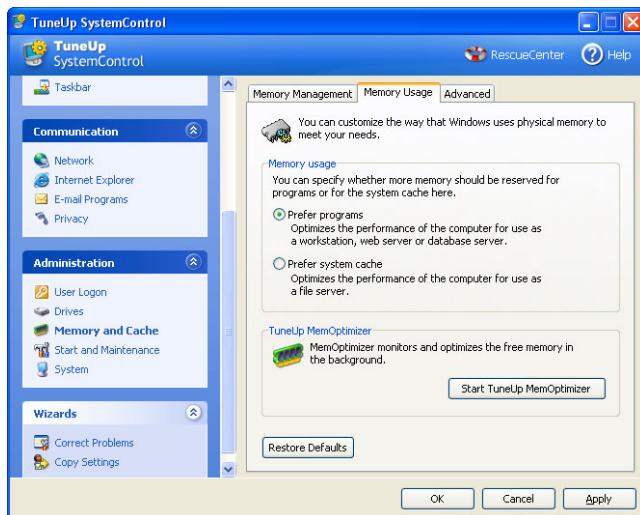
Memory Management

Here, you can configure settings that affect the management of your physical and virtual memory. If you wish, you can have the entire paging file overwritten with zeros when you shut your computer down to protect your privacy.

Memory Usage

Here, you can adapt how Windows makes use of your physical memory to meet your needs.

Do you have 512 MB RAM or more? Then try the option **Prefer system cache!**



Advanced

This tab contains links to other TuneUp Utilities modules that you can use to optimize your memory usage. All of these modules are described in their own sections in this manual.

Administration → Start and Maintenance

System Start

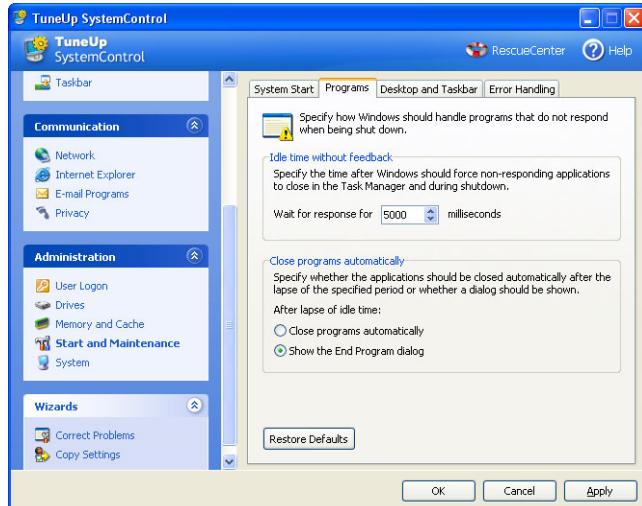
This tab contains a number of settings that affect how your computer starts.

Programs

What should Windows do when individual programs freeze, or when they cannot be closed?

Under **Idle time without feedback**, you can specify how long the system will wait for a program to respond in milliseconds. Once this time has passed without a reaction, it will be forced to close by the Task Manager or when the computer is shutting down.

What should Windows do with crashed programs?
You decide.



Desktop and Taskbar

You can have the desktop and taskbar run in a separate process here. This increases the stability of your system in the event that the Explorer crashes.

Error Handling

Configure various options that affect how Windows deals with errors and faults. Among other things, you can deactivate Windows XP and Microsoft Office **error reporting** here.

Administration → System

General

Here, you can change the name of the company and name of the person to whom Windows is registered. You can also specify the user and company name that are entered automatically when you install programs using the Windows Installer.

Common Dialogs

Here, you can configure the appearance of the common dialogs for opening and saving files.

Search

Here, you can configure settings that affect the appearance and behavior of the Windows search function. The Windows Indexing service causes higher disk activity and can be deactivated here.

Special Folders

Special folders such as My Documents and the Start menu are assigned to specific directory paths on the hard drive. These paths can be changed here. Please be sure to follow the warnings displayed by the module.

Command Prompt

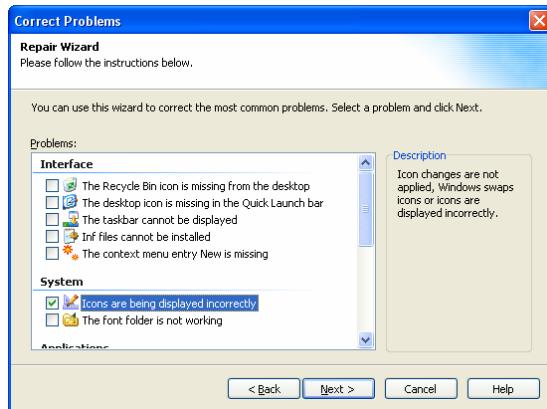
You can configure the appearance and behavior of the command prompt here.

Wizards → Correct Problems

The **Correct Problems** wizard can help when Windows no longer does what it should. This includes problems like incorrect icons, a lost taskbar and many more.

After you start the wizard, a brief introduction is displayed. Click **Next** to continue.

Select the problems you wish to correct.



The wizard then lists common Windows problems. Select the check boxes in front of the problems that you are experiencing with your system. Then click **Next** to continue.

The wizard shows a list of all problems that you selected. Click **Next** to begin repairing your system.

After all problems are successfully corrected, you can close the wizard by clicking **Finish**.

Wizards → Copy Settings

You can configure many settings with TuneUp SystemControl to change the way the system looks and acts to suit your tastes and needs. Unfortunately, these changes are normally only applied to the current user.

The **Copy Settings** wizard allows you to transfer these settings to other user accounts, and even to the Windows logon screen.

Customize and Analyze

The wizard
welcomes you.



The wizard starts with a short introduction. Click **Next** to continue.

The wizard then presents a list of settings that can be copied. Select the desired settings and click **Next** again.

You can now specify to where you wish to copy the selected settings. One possibility is the logon screen (depending on the settings you selected). If more than one user has been set up on your computer, all users are also shown. Select where you want to copy the settings to, and then click **Next** to begin copying. After copying is completed, you can close the wizard by clicking **Finish**.

TuneUp StartUp Manager

Many applications start automatically together with Windows without asking for your permission. There is often a good reason for this, for example to provide you with important functions and services such as your virus scanner, an ISDN call monitor or a text module administration system.

In addition to these sensible applications, there are often also useless or even dangerous applications that also start together with your system. Newly installed programs sometimes add themselves to the **Startup** folder without asking for your permission, causing Windows to start more slowly. And what's worse, some of these programs even bother you with messages and dialogs.

The limits of the
Startup folder in the
Start menu.

Many users know that programs that are started automatically often simply add a shortcut to the Startup folder in the Start menu, and that these shortcuts can be deleted there. But that's only half of the story. Some start commands are added directly to the registry, and cannot be found in the Startup folder. **TuneUp StartUp Manager** finds every application that launches itself automatically, no matter where they hide their start commands.

Usage

TuneUp StartUp shows a list of all startup commands found on your computer in the main window. The entry **All** is selected in the **folder list** when you start the program. You can reduce the number of start entries shown on the right side of the window by selecting one of the entries in the list, for example **Startup folder** or **Registry**. In this case, the right side of the window only contains the startup entries at that location.

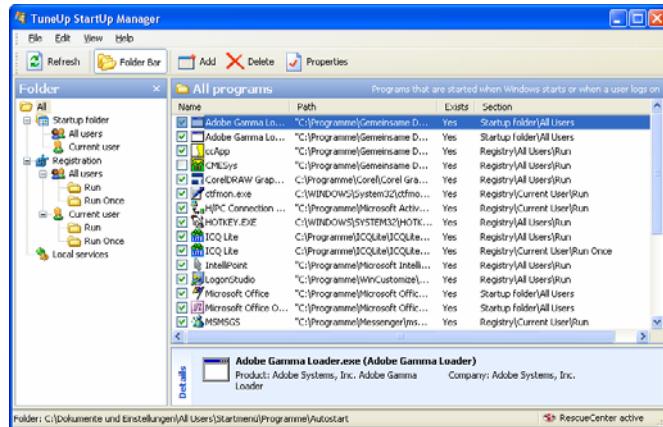
How do I find out if
a program that
starts automatically
is necessary?

When you select a startup entry in the list, TuneUp StartUp Manager displays detailed information on the program in the blue **Details** box at the bottom of the window. You can easily determine whether or not you wish to have the program started on the basis of the **Product name** and **Company**. If

Customize and Analyze

you have never heard of the company or the product, then the entry is probably not needed.

An overview of all automatic start commands.



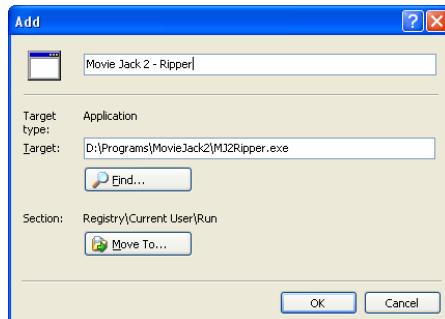
Deactivating and deleting entries

When you start the program the first time, all startup entries have a **check mark** in front of them and are active. Click the check box in front of an entry to clear it, and the program will no longer be started the next time you start Windows. In this way, you can find out for certain whether the entry is needed without removing it from the list entirely. If something doesn't work properly the next time you start Windows, all you have to do is select the check box again.

If you are certain that you no longer need an entry, you can remove it from the list entirely by clicking **Delete**. But don't worry, if need be, you can still restore the entry with **TuneUp RescueCenter**.

Adding a new startup entry

If you wish to add a program to one of the startup folders yourself, select the desired folder in the list and then click **Add**.



Enter the name of the desired application in the dialog and enter the directory path of the program file in the **Target** box. You can use the **Find** button to help you find the file.

TuneUp System Information

TuneUp System Information asks the computer the question of all questions: what about the hardware? The module takes a deep look inside your computer and gathers an extensive range of facts and information that can be useful when you want to upgrade your system, or when a technician asks you if specific components are installed in your system.

Usage

The information on your computer is broken down into nine sections, each with its own tab. The first section you see when you start the program is the **Overview**, where you can find the most important information on the main components. Here, the module tells you what processor you have installed in your computer, how much memory you have, what the graphics card has to offer and what mouse you are using, and last but not least, all about your drives.

The other tabs contain the following information:

Windows

This section tells you exactly which Windows version is installed on your computer, when you last started your computer, and what version of Internet Explorer you are using.

Display

All important information, including the supported display modes and the abilities of your monitor and graphics card can be found here.

Memory

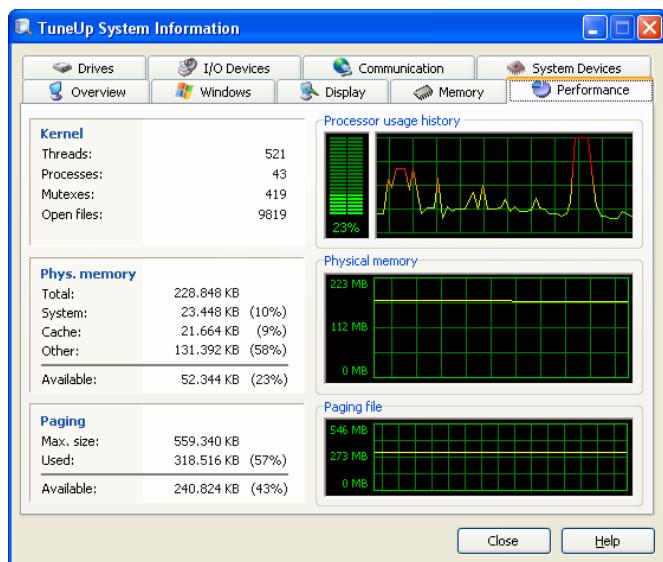
This section shows the current usage of your memory and tells you which programs are currently running and how much memory they are using.

Performance

Here, you can view detailed information on your physical memory, the size of the paging file and the kernel. Three real-

time graphs show the current processor usage, physical memory status and how much of your paging file is currently being used.

The performance tab with real-time graphs.



Drives

This section provides you with complete hardware information for each drive in your computer, and shows how much space is used and available on each.

I/O Devices

All important ports, installed printers and audio devices are shown here.

Communication

When a dial-up connection is open, two real-time graphs show how much data is being sent and received in kilobytes per second.

Note: Please note that this window only displays the data transfer volume for the dial-up connections in your system. Data traffic over the network is not shown here.

System Devices

Information is shown here for your processor and BIOS. Click **Processor details** to view detailed information on the features of your processor.

Use the context-sensitive help !

If you are not sure what the information or a function under one of the areas in TuneUp System Information means, you can use the so-called **context-sensitive help** to view a brief description. To do this, click the desired text or button with your right mouse button and select **What's This?** from the context menu.

TuneUp WinStyler

Windows would not be very useful without its graphical user interface. How important an attractive interface is can be seen on the basis of Windows XP and how the entire system feels at once fresher and more modern.

But just as in fashion, it's easy to get tired of the new design, not to mention the people who have always been bothered by all of the "eye candy" in the interface. Wouldn't it be practical to be able to change the appearance of Windows?

Can you change the appearance of Windows?

Take the **icons** for example. These little square pictures are everywhere, in the Start menu, in file dialogs and of course on the desktop. Is there a way to lend all of these icons a new look with a few mouse clicks?

And what about the **logon screen**? Anyone who shares their computer with others or has a password to protect his user account sees it every day: a mixture of different blue tones. And there is no way built into Windows to change this.

Windows also only provides you with a limited number of options for changing the appearance of all windows and buttons (the so-called **visual style**): you can choose between the new **Luna** interface, or the old **Windows Classic** interface.

Yes, you can – with TuneUp WinStyler!

In order to help you with all of these changes and to let you adapt how your Windows interface looks, TuneUp Utilities 2004 has a separate module dedicated entirely to the appearance of Windows: **TuneUp WinStyler**. Start this module whenever you want to give your system a digital makeover.

Usage

The TuneUp WinStyler window is broken down into two sections: a blue navigation bar on the left and a large area on the right to display the options.

Customize and Analyze

The customization options in TuneUp WinStyler are divided into six categories, each of which can be selected directly in the navigation bar at the left.

All functions can be accessed quickly from the main window.

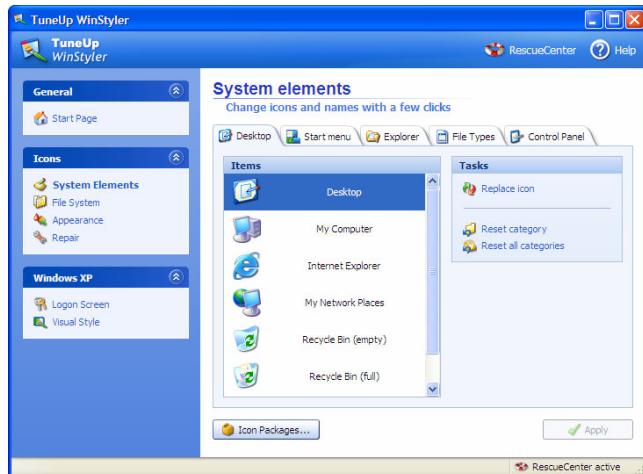


System Elements

In this category, you can replace typical Windows icons with icons with a common theme. You can also change the name of many elements, such as the Recycle Bin, My Computer and My Network Places.

After clicking **System Elements** in the navigation bar, all system icons that can be changed are shown in a hierarchical list on the right side of the window. The **Desktop** level is selected by default, under which you can see all special desktop items. Select one of these items to change it.

TuneUp WinStyler lets you change the icons and names of many elements.



How to change an icon

Click **Replace icon** to open a dialog in which you can choose a new icon for the selected item. The module always shows the icon library in which the current icon for the item is contained. This is normally the library **shell32.dll**, which is included with Windows. If you have an icon library of your own, you can view its contents by clicking **Browse**.

The file **shell32.dll**, which is included with Windows, contains a large number of icons.



As soon as you have found the desired icon, select it with your mouse and click **OK** to record your change.

Important: All of the changes that you make to system items are not applied immediately. The program records your changes for the individual items, and indicates that a change has been saved by adding a small red star next to the respective entry in the list. Your changes are not applied until you click **Apply** in the lower right corner of the window.

Undoing changes

If you have selected a different icon for an item, you can undo this change at any time as long as you have not yet clicked **Apply**. To do this, select the corresponding item in the list and click **Discard unsaved changes made to this item**.

If you have already clicked **Apply**, you can still undo changes to an item by resetting it to the Windows defaults at any time. To do this, select the desired entry in the list and click **Reset item to Windows defaults**. Please note that this link is only shown when the selected icon is not set to the Windows defaults already.

Undoing changes for multiple items

If you should want to undo changes made to multiple items, you can click **Reset category** or **Reset all categories**.

Here, “category” refers to the five levels into which the system items are divided, namely **Desktop**, **Start menu**, **Explorer**, **File Types** and **Control Panel**. The first link only resets the items in the currently active category, while the second resets all system items that can be changed with TuneUp WinStyler without exception.

After either of the links is clicked, a dialog is shown that asks you if you wish to reset all items to the Windows defaults, or if you only wish to discard any unsaved changes for these items. The second option is of course only available when changes have not yet been applied.

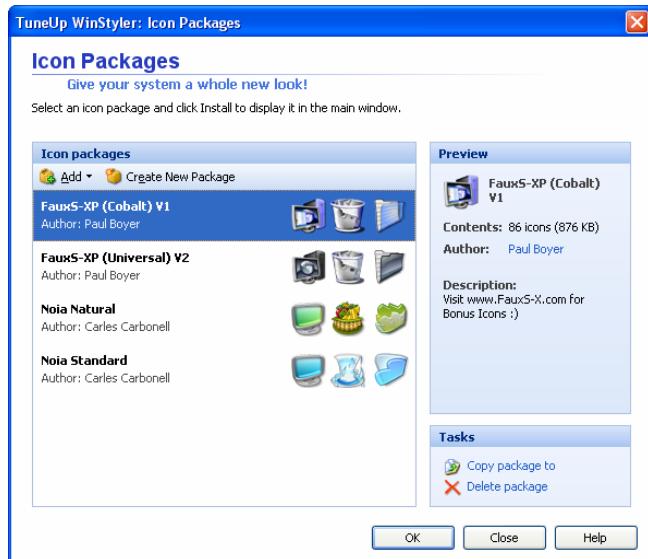
Icon Packages

It is rather tedious to change all Windows icons one at a time to change the appearance of your system. For this reason, TuneUp WinStyler also allows you to replace all of the icons in Windows with a new look in one fell swoop. To do this, click **Icon Packages** in the lower right corner of the window. Many good icon packages dedicated to different themes can be found on the Internet.

Managing and Installing Icon Packages

Click **Icon Packages** to open a new window where you can install and manage icon packages.

Practical: icon packages let you change all icons at once.



A new window opens in which you can see all available icon packages. Select the desired package in the list and click **Install** to have the new icons shown in the main window.

You can also add new icon packages to the list by clicking **Add** at the top of the list. Here, you can either add an icon package from a file on your computer, or download new icon packages from **TuneUp Online**, where you can select from a large number of packages.

Creating Your Own Icon Packages

You also have the ability to prepare your own icon package from your current icons. You can then save this package to install it again at a later time, or send it to friends via e-mail. To do this, click **Create New Package** at the top of the list.

After you click this button, a wizard opens that will guide you through the process of creating an icon package:

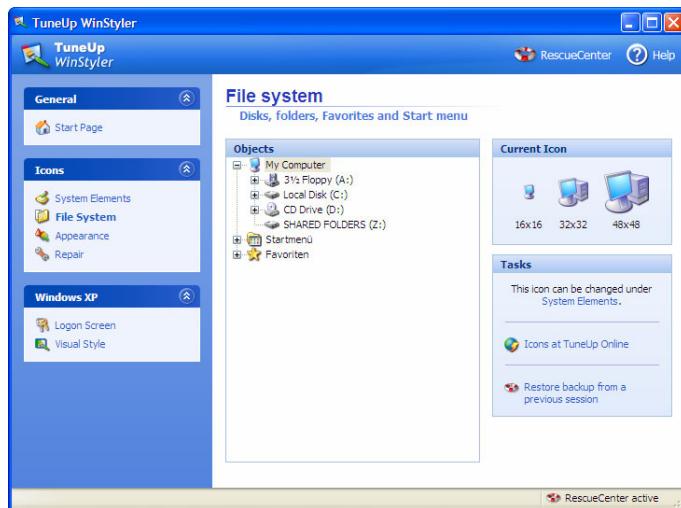
Customize and Analyze

Step	Description
1.) Information on the author	Here, you can add your name, e-mail address and Internet address to the icon package.
2.) Package name and description	Enter a descriptive package name here. If you wish, you can also enter additional information on the package in the Description box.
3.) Optimizing the size of the package	Use the options in this step to make sure that your package is not too large so that it can be sent via e-mail without problems.
4.) Creating the icon package	The icons are now collected and optimized if needed, after which they are saved together in an icon package.
5.) Finish the wizard	The icon package has been created successfully and is added to the list of icon packages when you click Finish . Click Open folder to go to the icon packages folder of TuneUp WinStyler, after which you can copy the icon package to a different location, or attach it to an e-mail.

File System

Windows assigns a default icon to each drive, file folder, Start menu folder and Favorite. Click **File System** in the navigation bar to change any of these icons.

Assign new icons to your drives!



Here, you can assign a cool icon to the drive where all of your games are installed, and an icon with a serious appearance to the drive where your office applications are installed, for example.

You can do the same with folders. A few carefully chosen icons can make it much easier to find your way around drives that contain a great deal of data.

Start menu folders

You can also use TuneUp WinStyler to assign an individual, descriptive icon to each folder in the **Start menu**. To do this, open the Start menu node in the tree by clicking the plus sign in front of it.

Note: This function is only available for Windows 2000 and higher.

Internet Explorer Favorites

You can even assign special icons to your Favorites in Internet Explorer. This way, you can find your most frequently used Favorites in the long list more quickly.

Select the desired item in the tree and click **Replace icon** to select a new icon for the item. Please note that this cannot be done with the three main nodes **My Computer**, **Start menu** and **Favorites**. You must open one of these nodes by clicking the plus sign in front of it and then select a subnode.

A new icon is selected in the same manner as for the System elements. Once you find the desired icon, select it and click **OK** to apply the icon.

Undoing changes

You can apply the default icons and undo your changes at any time by clicking **Reset item to Windows defaults**.

If you would like to undo changes to multiple icons at the same time, you can use the **Restore backup** link. This link opens TuneUp RescueCenter and lets you undo the changes you have made with TuneUp WinStyler on a specific date.

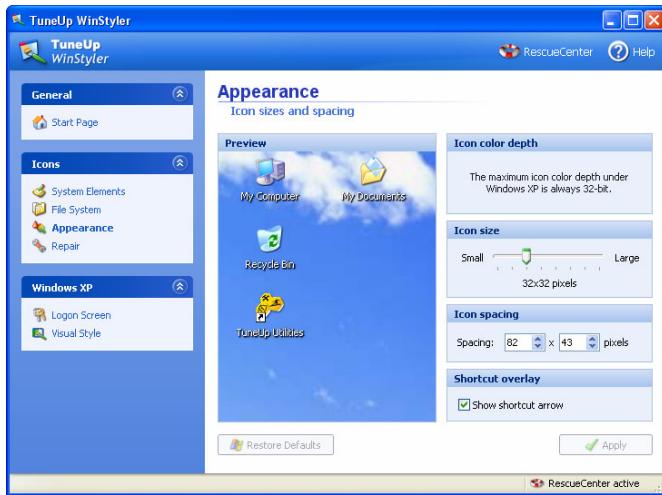
Appearance

Click **Appearance** in the navigation bar. Here, you can change a large number of settings that govern how icons are displayed on the desktop, such as the color depth, the icon

Customize and Analyze

size and the icon spacing. Please note that changing the color depth and icon size here may affect the display of icons elsewhere as well.

A preview of your changes can be seen at all times in the left pane.



Under Windows XP, you cannot manipulate the maximum color depth of icons, as this is always 32 bit (the highest value). If you use a different operating system, you can increase this value here.

The default size for desktop icons is 32 x 32 pixels. You can use the slider to increase this size up to 64 x 64 pixels if the icons are too small for you, or you can also make the icons smaller so that you have more space on your desktop.

You can even specify how much space should be between the individual icons, both vertically and horizontally.

How to get rid of the shortcut arrow

The **Show shortcut arrow** option is very interesting. If you do not wish to have the small arrow displayed on shortcuts, you can disable it by clearing the check box in front of this option. Many users are bothered by this arrow.

Repair

It is of course fun to change the Windows icons and to add your personal touch here and there. But what do you do when

your changes are not applied, or when Windows starts mixing up your icons altogether?

In this case, click **Repair** in the navigation bar and then click **Reload Icons**. And the display errors will disappear.

The fix for persistent problems

If reloading the icons doesn't help, there may be a serious problem in your icon cache. The icon cache is a file in which Windows stores all of the icons that it has ever displayed so that they can be shown more quickly in the future. And when a mistake makes its way into this file, this can corrupt all of the icons. Fortunately, this problem can be corrected directly in TuneUp WinStyler. All you have to do is click **Repair Icon Cache**. You must restart to complete the repair.

Logon Screen

If you share your computer with other users, or if you use a password to protect your account, you are familiar with the Windows XP logon screen. Here, you can see a list of all user accounts. A user can log on by clicking one of these accounts and entering a password, if one is set for the account.

Pep up your system with a custom logon screen.



With TuneUp WinStyler, you can completely change the appearance of the logon screen. Click **Logon screen** in the navigation bar to go to this area.

As soon as it is started, the module lists all available logon screens. When you use the module for the first time, you will only see the standard Windows screen. You can add additional logon screens by clicking **Add** at the top of the list. Then, you can select an existing logon screen from a file on your computer, or you can download new screens from **TuneUp Online**. The module supports all **Logonui.exe** screens, the LogonStudio format (**LogonXP**) and the TuneUp WinStyler (**TLS**) format.

By the way: Unlike other programs that simply replace the entire file when installing a **Logonui.exe** file, your computer cannot be infected by a virus when you install a logon screen with TuneUp WinStyler. Here, the entire file is not replaced, but only the relevant parts such as the pictures and the texts that are shown on the screen.

Select the desired screen in the list and click **Install Logon Screen** in the lower right corner of the window.

Using the text from the logon screen

Most logon screens are in English, but not all. When you install a new logon screen, the text on the screen may be in a different language. For example, instead of “Click your user name to log on”, you may see “Klicken Sie auf Ihren Benutzernamen, um sich anzumelden”.

For this reason, the module asks you if you want to use the text in the new logon screen, or if you want to use the English text from the standard logon screen. After you select the desired option, a progress dialog is displayed while the new screen is installed.

Try a new logon screen!

After the new screen is installed, you can test it right away by pressing the Windows key and L key at the same time.

How to restore the default screen

If you ever decide that you no longer want to use your new logon screen, you can restore the default Windows screen at

any time. To do this, click **Restore Defaults**. The default screen is then shown in the list automatically. Click **Install Logon Screen** to save the change.

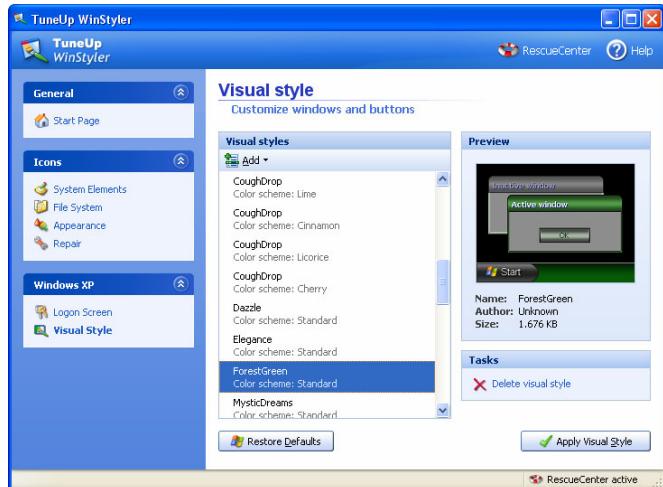
Visual Style

The new visual style of Windows XP makes it possible to lend a new look to all modern applications. Click **Visual Style** in the navigation bar to customize your visual style.

When you select a visual style in the list, a preview and additional information are shown on the right. As soon as you have chosen a visual style, click **Apply Visual Style** to activate it. Your screen is grayed out briefly while the style is applied to your system. As soon as the wait screen is closed, you can view your interface in all of its new glory.

Downloading visual styles from TuneUp Online

You can download new visual styles at any time from the TuneUp website free of charge. To do this, click **Add** and then **Download Visual Styles From TuneUp Online**. This will open your Internet browser and go to the TuneUp website, where you can select from a wide range of different styles. Click on a style to add it to the list in TuneUp WinStyler.



Customize and Analyze

Adding a style from a file

You can also use the option **Install Visual Style From File** if you have other visual styles on your computer. This way, you can use visual styles that you received on CD, for example.

For both options for adding new visual styles, it does not matter in which format the styles are. TuneUp WinStyler recognizes nearly all standard formats and can install them without problems. The following formats are supported:

Type	Extension	Description
TuneUp Visual Styles	.TVS	The TuneUp WinStyler format
Microsoft Visual Styles	.MSSTYLES	This Microsoft format often includes additional files that can be found in the same folder or in subfolders.
Compressed archives	.RAR, .ZIP	Archives are searched for all file types in this list, and decompressed automatically if such files are found.
Self-extracting archives	.EXE	These files are searched to see if they contain compressed RAR or ZIP archives, which are then handled as described under Compressed archives .

Resetting and deleting a visual style

If you should ever want to restore the standard Windows visual style, all you have to do is click **Restore Defaults** to select the visual style **Luna** in the list. Then click **Apply Visual Style** to activate your change.

If you wish to remove a visual style from your computer entirely, select it in the list and click **Delete visual style**.

Clean up and Repair

5

Free your system of unneeded ballast!



Every program you install writes entries in your registry – entries that are often not completely removed when you remove the program. With time, your registry becomes bloated and takes up more and more space on your hard drive. What's more, Windows constantly has to access the registry. The larger the registry is, the longer it takes Windows to find the information it needs. Your system becomes slower, and does not react as quickly as it used to. The module **TuneUp**

RegistryCleaner makes sure that there are no unneeded entries in your registry to slow your system down.

The amount of unneeded data on your hard drive also increases with time. This includes temporary files, but also unneeded backups that are created by different programs and that are not deleted. **TuneUp DiskCleaner** helps you find these files and delete them.

TuneUp RegistryCleaner

You can use **TuneUp RegistryCleaner** to quickly and thoroughly remove the unneeded data left over when you install and remove programs and when you work with your computer every day.

Cleaning up your registry database frees your system of unneeded ballast so that it can work better and more quickly.

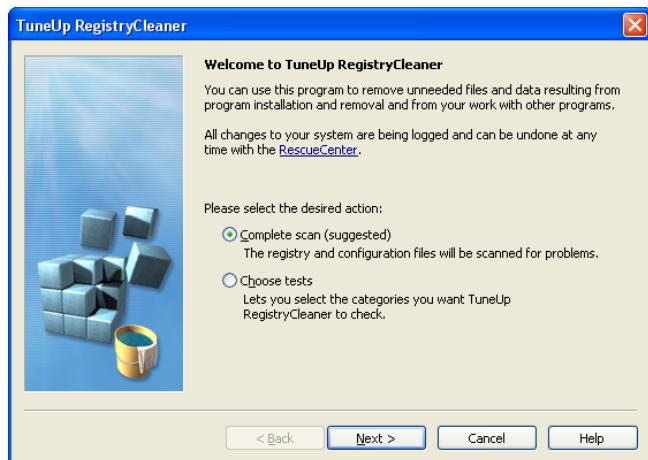
After the module analyzes your system for problems, you can individually view each of the problems found and call up a detailed description. If you wish, you can also have all problems corrected automatically.

All changes to your system are monitored by **TuneUp RescueCenter** and can be undone with a few mouse clicks.

Usage

Once the module is started, a wizard is opened automatically in which you can choose between two options for scanning the registry.

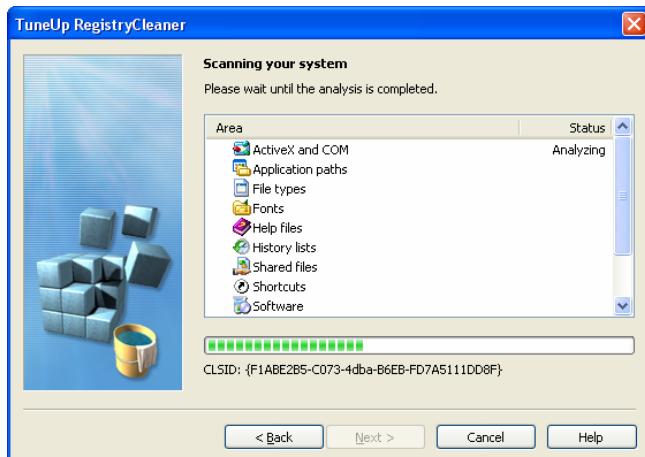
Decide for a complete or partial registry scan here.



The option **Complete scan** analyzes the entire registry and all system files. If you select **Choose tests**, you can specify yourself which categories should be analyzed by TuneUp RegistryCleaner. It is best select **Complete scan**, and then click **Next**.

TuneUp RegistryCleaner will now analyze your system. The individual sections of the registry that will be analyzed can be seen in the program window. A yellow arrow in front of an entry means that that section is being analyzed.

Please wait until the analysis is finished.
This may take several minutes.



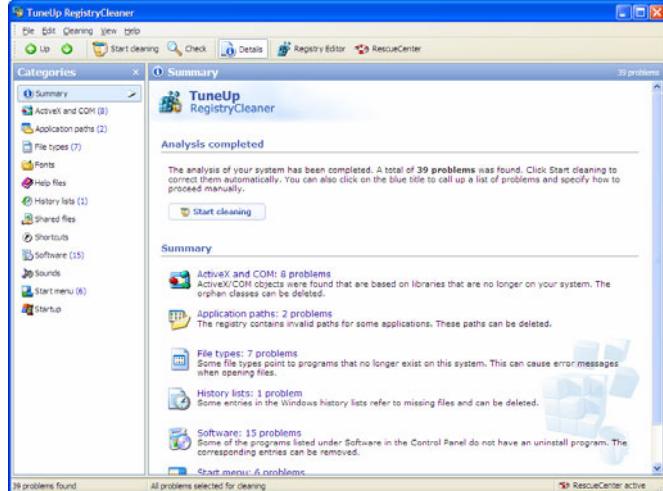
A green check mark indicates that the analysis has been completed for the section. A progress bar beneath the list shows the progress of the overall analysis.

When the analysis is complete, the message “The search for errors has been completed.” is displayed. Click **Show errors** to close the wizard and to show the problems found in the main window.

The Main Window

The main TuneUp RegistryCleaner window is divided into two sections. The left side of the window contains a list of **Categories**, and the contents on the right side of the screen change depending on the category selected on the left.

The analysis has found a large number of problems – correcting them will bring noticeable benefits.



The category **Summary** is selected by default. Here, the module shows that the system scan has been completed and shows how many problems were found in total. Below this, you can see how many problems were found in each category.

The module can recognize problems in the following areas:

Category	Description
ActiveX and COM	ActiveX/COM objects were found that are based on libraries that are no longer available on your system.
Sounds	Some sounds refer to sound files that are no longer on your system.
Application paths	Some of the application paths in the registry point to directories that no longer exist.
Startup	Some programs that should be launched automatically when the system starts are missing.

Clean up and Repair

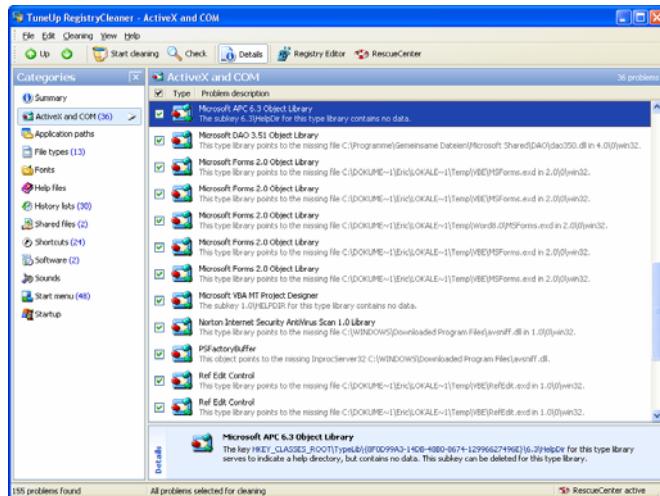
Category	Description
File types	Some file types refer to programs that are no longer available on your system.
Shared files	The registry contains references to files that were used by multiple applications that no longer exist on this system.
Help files	The registry contains entries for help files that are no longer available on the system.
Fonts	References were found to fonts that are no longer available on the system.
Software	Some of the programs listed under Add and Remove Programs in the Control Panel do not have an uninstall program. These entries will not work.
Start menu	Some of the shortcuts in the Start menu point to files that are no longer available on the system, and/or references in the registry point to folders that have been removed from the Start menu.
Shortcuts	Some of the shortcuts on your system point to missing targets.
History lists	Some entries in the history list for standard dialogs point to files that no longer exist.

As you can see, deleted files can leave behind many “ghosts” in your registry. TuneUp RegistryCleaner finds these orphaned entries and can delete them.

You can call up detailed information for each of the problems found on your system by clicking one of the individual categories in the **Categories** bar.

The program will then show all programs in the category with a short description. Select one of the entries in the list to view a more detailed problem analysis at the bottom of the window. The **Details** button must be selected in the toolbar in order for the section with the problem analysis to be visible.

A detailed description is available for each problem, a single mouse click is all you need.



TuneUp RegistryCleaner is designed to correct all problems automatically. This is why the check box in front of each problem is selected. If you do not wish to have an individual problem corrected, click the check box to clear it. The module will then ignore this problem when cleaning up your system.

Clean-up

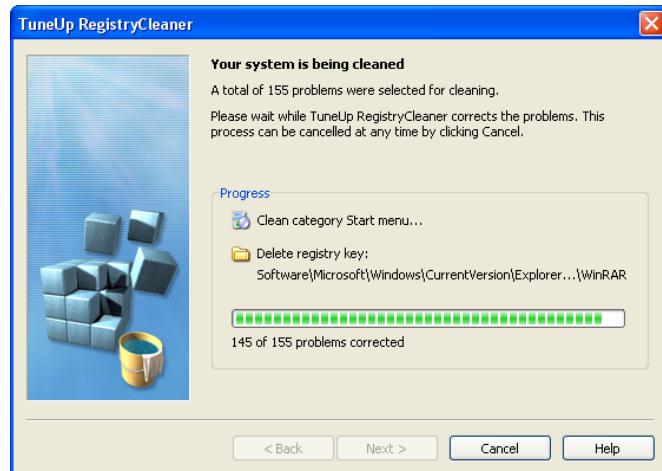
Click **Start Cleaning** in the toolbar to have TuneUp RegistryCleaner do its job – correcting all of the problems that were found.

A new wizard is opened that takes you through the process step by step. First, it indicates how many problems were selected for correction. It also informs you that all changes can be undone with **TuneUp RescueCenter** if necessary. Click **Next** to clean up your system.

A progress bar indicates how far TuneUp RegistryCleaner is with its work. The module corrects all problems one after the other and makes sure that unneeded entries and keys are removed. Please wait until the clean-up is finished.

Clean up and Repair

Here, you can watch while the module cleans up your system.



Once the module is finished, a message is displayed to tell you that all problems have been corrected.

Chain reactions in the registry: the **Check Again** button

Sometimes, the button **Check Again** is displayed, and the wizard recommends that you analyze your system again. This is always the case when the clean-up may have made additional entries invalid. This is not an error in the module, but a chain reaction that can occur in the categories **ActiveX** and **COM** and **File types**.

A simple example: Entry A points to entry B, which in turn points to the missing file X. In the first scan, TuneUp RegistryCleaner determines that entry B is invalid because file X cannot be found on the system. Entry B is deleted during clean-up. This in turn makes entry A invalid, as it points to the now missing entry B.

TuneUp RegistryCleaner recognizes when this may happen and suggests that you analyze the system again. In this case, click **Check Again**, and these two categories will be analyzed again.

All's well that ends well.

Click **Finish** to close the wizard. Repeat the clean-up process as often as necessary until no new problems are found. You can now close the module, with the confidence that you have removed a great deal of junk from your system.

TuneUp DiskCleaner

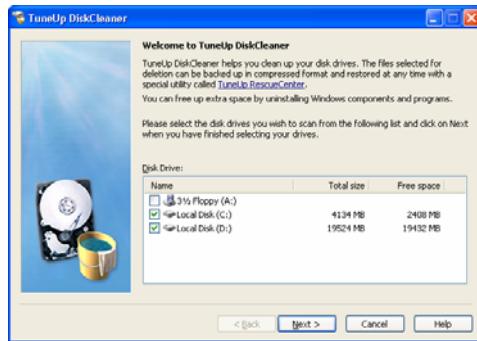
TuneUp DiskCleaner removes unneeded files from your hard drive and frees up disk space. All drives are scanned for unneeded files, which are then displayed according to category.

If you wish, you can individually specify which files should be deleted. If you are not sure whether you should really delete the files found by the module, you can also back them up in compressed form with **TuneUp RescueCenter** before deleting them.

Usage

Before you can begin working with TuneUp DiskCleaner, you must select all drives that you want the module to analyze. Click the check box in front of a drive to add or remove it.

Select the drives you wish to scan.



The module also displays the total size and the free space for all drives in the list. This information can help you decide which drives should be cleaned. Experience has shown that drive C: normally contains the most unneeded data, usually in the form of temporary files that are no longer used.

Click **Next** to continue.

Disk analysis

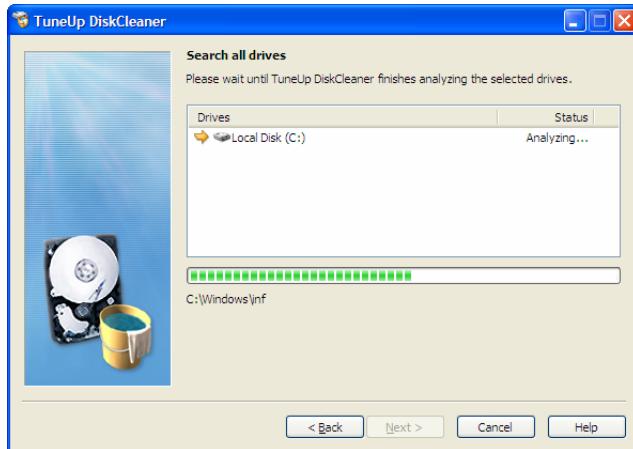
The module now analyzes the selected drives. A progress bar beneath the list shows the progress of the overall analysis.

When all drives have been analyzed, the program displays the message “Analysis completed”. You can then click **Next** to view a list of all found files.

Analysis

TuneUp DiskCleaner now shows the results of the search.

You can recover disk space here.



The right side of the window contains a table that indicates the number of files found in each category, such as zero-byte files. The number in the **Space used** column indicates how much space can be recovered by deleting all files in this category.

Additional information on the selected category is shown on the left.

TuneUp DiskCleaner searches for all types of unneeded data, which can normally be deleted from your computer without causing problems.

Category	Description
Zero-byte files	These files contain no data.
Saved lost clusters	Repair programs such as Chkdsk scan your drives for lost clusters and save them. These backups are rarely used.
Internet cache	All pictures, texts and animations that you view in Internet Explorer while surfing the Internet are saved in the cache. If you visit a website again, the texts and images can be loaded from the cache more quickly than from the Internet. It is nevertheless advisable to empty your cache from time to time.
Recycle Bin	All files in the Recycle Bin can be safely deleted.
Log files	Many programs write log files that can be used to analyze their actions. This can be helpful for example when trying to solve problems. Any log files that you do not plan on analyzing can be deleted.
Backups	Many files automatically create backups of your files. These can be deleted if you do not need them.
Temporary files	These are used by different programs to temporarily store data and should normally be deleted by the program when you are done working. These files can be deleted in any case.
Temporary help files	These files are used to display help files more quickly.

Don't take any risks!

It is important that you are careful when using DiskCleaner so that necessary files are not deleted. The module finds a number of files that are *probably* not needed, but the program can never determine with certainty whether a file is needed or not. A .sav file can be an unneeded backup copy of a text document, or a computer game save. And a zero-byte file could be a useless entry in the file table or part of the copy protection for a program that won't work when the file is deleted.

How can you check which files the program deletes and which ones it doesn't?

Exclude categories

First, check whether you can exclude individual categories. To do this, simply clear the check box in front of the desired category, for example Backups or Log files.

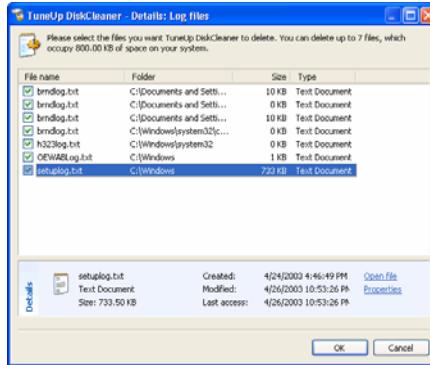
Clean up and Repair

Backup categories with RescueCenter

You also have a second option. Click a category with your mouse. Details on the selected category are then shown on the left side of the screen. Here, you can select **Backup with RescueCenter** to be 100% safe. All deleted files are backed up automatically by TuneUp RescueCenter in compressed form so that you can restore them if need be.

Viewing all files that have been found for deletion individually

When you click **Show Details** in the information area, TuneUp DiskCleaner opens a new window that contains information on all of the files in the selected category.



You can clear the check box in front of any file by clicking it, thereby excluding it from deletion. You can also click **Open file** to view the contents of the file to see if you can delete it safely.

Clean-up

Click **Next** to begin deleting the selected files. The module then displays how many files you have selected for deletion and how much space will be recovered.

Click **Next** again to remove the files from your system. As always, a progress bar shows the progress of the operation. Please wait until all files are deleted.

Finished! All unneeded files have been deleted.



When the files have been deleted, click **Finish** to close the module.

Optimize and Improve

6

The modules in the **Optimize and Improve** category speed up your system.

You will find everything you need to speed up your system here.



Many of the default Windows settings actually slow the system down. Experienced users know this and know where they have to tinker to speed things up.

With the TuneUp Utilities modules in this category, a few mouse clicks suffice to optimize your system for maximum performance – and you don't have to become a Windows guru.

One of the most important modules in this category is **TuneUp System Optimizer**. This module analyzes your system for settings that could be slowing you down, corrects them with a single mouse click and provides you with valuable tips for configuring your hardware and software. Wizards help you adapt the configuration of your system to your needs in a few steps.

This module also includes the useful **1-Click Maintenance** function, which optimizes your system with a single mouse click after finding any problems.

TuneUp RegistryDefrag optimizes and defragments the Windows registry, which becomes increasingly larger and slower the longer you work with Windows.

TuneUp MemOptimizer monitors system memory usage in the background and optimizes this usage automatically when you are not working.

TuneUp MemOptimizer

TuneUp MemOptimizer monitors your system in the background and frees up memory whenever needed to increase the performance of your computer.

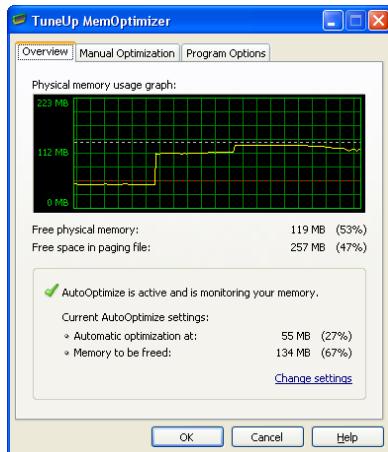
The use of TuneUp MemOptimizer is beneficial on any system with up to **512 MB RAM**. If the available physical memory gets too low, TuneUp MemOptimizer causes the system to swap old data to the paging file to free up memory for your applications.

SmartOptimize makes sure that this automatic optimization in the background does not interfere with your work by only optimizing your system when your processor usage is low.

Usage

The main window of TuneUp MemOptimizer consists of three tabs.

This module shows how much physical memory is being used.



The first tab **Overview** contains an animated graph that shows the amount of free physical memory over time. This graph allows you to monitor how Windows uses your system resources. **Free physical memory** and **Free space in paging file** show exactly how much memory your system is using.

Beneath the graph, you will find a small box that informs you whether **AutoOptimize** is activated. This TuneUp MemOptimizer function monitors your memory and can optimize memory usage automatically when the free physical memory falls below a specific amount.

Configuring AutoOptimize

Calling up the Settings Dialog

Configuring
automatic
optimization

If you wish to change the automatic memory optimization settings for TuneUp MemOptimizer, go to **Overview** and click **Change settings**.

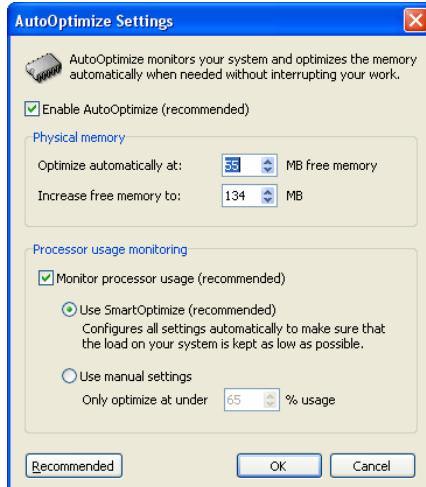
AutoOptimize Settings

This opens the configuration window for the module. **Enable AutoOptimize** should be selected so that TuneUp MemOptimizer runs automatically in the background. If you do not wish to have your memory usage optimized automatically, you can disable this function here.

Under **Physical memory**, you can specify the free memory level that triggers automatic optimization. This can for example be set at 50 MB. Under **Increase free memory to**, you can specify how much memory you want to free up.

How SmartOptimize
eases the burden on
your computer

Under **Processor usage monitoring**, you should select **Monitor processor usage** so that the module knows how hard your computer is working. When Windows Media Player or a game is currently using all of the computer's resources, for example, TuneUp MemOptimizer delays optimization automatically so that the system is not slowed down unnecessarily. When **Use SmartOptimize** is selected, TuneUp MemOptimizer recognizes such situations automatically and only frees up memory when you are not working.



How to cause the module to optimize more frequently

If you find the default setting too conservative, you can select **Use manual settings** to specify the desired processor load in percent up to which the module can optimize your memory usage. The higher this limit, the more aggressively TuneUp MemOptimizer will optimize your system.

Click **OK** to activate your settings. If you wish to restore the module to the recommended settings, click **Recommended**.

Manual Optimization

If you do not use AutoOptimize, or if you want to free up memory before you start a program that requires a lot of memory, you can go to **Manual Optimization**.

Under **Clear manually**, you can use the slider to specify how much memory should be freed. Click **Clear Now** to free the specified amount of memory. The module will then remove unneeded DLLs and other files from physical memory, which may require a few seconds.

Under **Clipboard**, the module shows the current amount of memory occupied by the data in your clipboard. Click **Empty Clipboard** to free up the memory used by this data.

Program Options

Under **Program Options**, you can select **Load automatically on Windows startup** so that TuneUp MemOptimizer can ensure optimum performance as soon as Windows starts.

Hiding TuneUp
MemOptimizer

Select **Show icon in the notification area** to have an icon that shows your current memory usage status in the notification area next to the clock. If you do not select this option, TuneUp MemOptimizer will continue to work in the background, but will be invisible. To access TuneUp MemOptimizer, you will have to call up the program through the Start Center or the Start menu.

You can also have your memory usage optimized by pressing a key combination. The currently configured key combination can be seen in the **Key combination** box, and is Ctrl+Alt+O by default. You can change this combination at any time.

TuneUp RegistryDefrag

Every new program and every new hardware component enters itself in the registry, creating keys and values. Over time, the central Windows database gets larger and larger. The larger the registry becomes, the longer the system needs to find specific information, and this makes Windows slower.

Swiss cheese bogs the system down

When you remove the software or the hardware component, these keys and values are usually deleted, but the registry doesn't get any smaller. Why? The space that was occupied by a deleted key is still in the registry, even if it is no longer used. Sooner or later, your registry looks like Swiss cheese with lots of holes. It can be 13 MB in size, but only contain 9 MB of information. This slows your system down and wastes space, both on your hard drive and in the memory.

TuneUp RegistryDefrag can consolidate your registry and make it considerably smaller – a trick that can make your system faster again. To do this, the module analyzes the old registry and then creates an entirely new version that only contains the correct entries in the proper order. The old registry is then deleted and is replaced with the new one after a restart.

Registry Analysis

First, TuneUp RegistryDefrag must determine how fragmented your registry is. Click **Next** to begin.

An introductory screen is displayed.



Before the analysis starts, you will be informed that all other applications must be closed. Please follow these instructions and close all other applications before you continue.

Registry analysis

After you confirm this message, TuneUp RegistryDefrag grays the screen and shows a wait dialog to indicate that you cannot use the computer. During the analysis, a small clock blinks in the upper left corner of the window to show that the software is working. Under Windows 2000 and XP, a progress bar is also shown to inform you of the progress of the analysis. There is no need to worry even if this bar does not move for several minutes. On heavily used systems, it can take some time to analyze the entire registry.

Next, the module shows the results of the analysis. If there is potential for optimization, you will be told by how many percent and kilobytes the size of the registry can be reduced.

Defragmenting the Registry

What happens when you restart?

If TuneUp RegistryDefrag determines that your registry can be defragmented, click **Finish** to begin defragmenting. TuneUp RegistryDefrag must restart your computer for this.

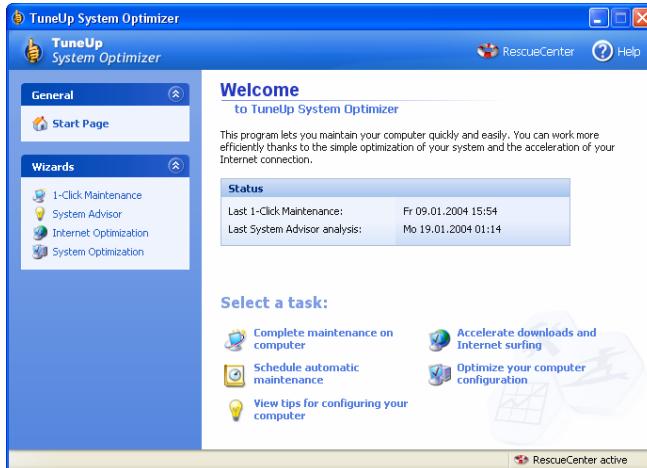
While the computer is restarting, the new registry is created and the old one deleted. As soon as Windows restarts, your new registry is already being used. The program has done its job and does not need to be opened again.

TuneUp System Optimizer

TuneUp System Optimizer helps you to find and correct misconfigured settings and settings that are slowing your system down.

As soon as you start TuneUp System Optimizer, the module displays a welcome screen that tells you that you have come to the right place if you want to perform system maintenance. The module also tells you that you can undo your changes at any time with **TuneUp RescueCenter**.

The TuneUp System Optimizer welcome window



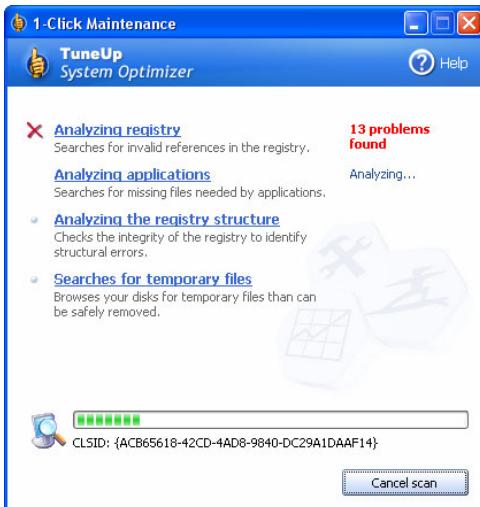
You can now select a task and have it completed with a click of your mouse. The individual optimization functions can also be accessed by means of the links on the left side of the window.

1-Click Maintenance

1-Click Maintenance is a function that allows you to quickly and easily clean up your registry and hard drive. To access this part of TuneUp System Optimizer, click **1-Click Maintenance** under **Wizards** on the left side of the screen.

1-Click Maintenance does justice to its name. As soon as you start the program, it scans your registry and your hard drive automatically for unneeded entries and files. A status window is displayed during the scan to keep you informed of its progress. And when the scan is finished, all you have to do is click **Correct Problems** to rid yourself of the unneeded ballast.

1-Click Maintenance at work.



And the best thing about 1-Click Maintenance is that you can schedule it to run regularly to keep your system clean. Once you set up a schedule, 1-Click Maintenance will run once each week, for example, without interrupting your work.

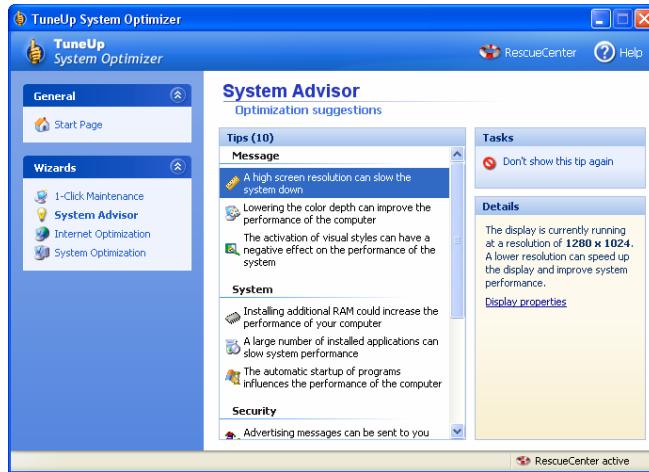
You can also have a 1-Click Maintenance icon placed on your desktop so that you can run a complete check on your system at any time quickly and easily.

The System Advisor

The System Advisor analyzes your hardware and software configuration and provides you with important tips for optimizing your system. After you click the System Advisor link, the module begins examining your system in detail immediately.

Optimize and Improve

The advisor helps you to eliminate weaknesses in your system.



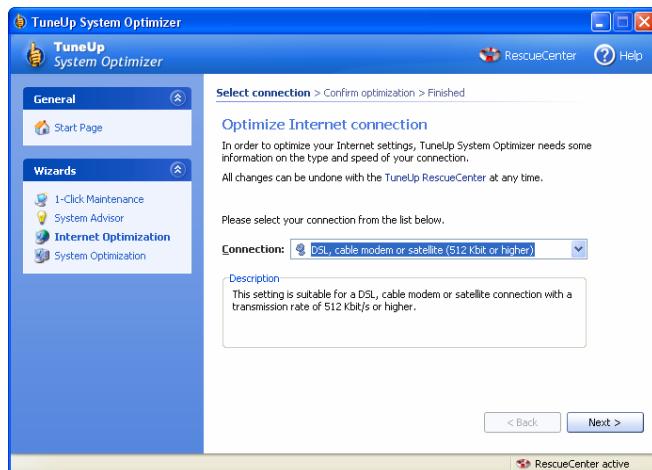
In a few seconds, the results of the analysis are shown in the window. The individual problems are broken down into categories such as **Display**, **System** and **Security**. A short text describes the problem, for example: “A high screen resolution can slow the system down”. Select an entry in the list to view a more detailed description under **Details**

And the System Advisor can do more than just tell you what is wrong with your system. If the corresponding setting can be changed directly in Windows, the Advisor normally offers a link under **Details** that opens the corresponding Windows dialog, or that corrects the problem automatically.

Optimize Internet Connection

Whether or not your system is optimally configured also depends on what you want to do with your computer. If surfing the Internet is important to you, it can be very helpful to open up some bottlenecks. Because Windows is not perfectly optimized for surfing the Internet by default.

You may be able to optimize your Internet settings.



Under **Wizards**, select **Internet Optimization**. A wizard will then guide you through the necessary procedure step for step.

In the first screen, you must tell the wizard what kind of Internet connection you have. Select the connection that best matches yours from the list, for example a modem, ISDN or DSL connection. Then click **Next** to go to the next step.

The wizard will now analyze your system to determine whether it is optimally configured. The most important factors here are data transmission performance and the time required to load web pages. A green message **Already optimized** means that your system is already optimally configured for this, and that you need take no further steps. A red message **Not optimal** means that your configuration must be changed.

Click one of the blue headers to view the individual settings that the Internet optimizer wants to change. Click **Next** to have your configuration optimized.

The module will now make all the necessary changes and display a message indicating that your computer has been optimized. Note the message **Restart required**. Windows must normally be restarted for all of the changes in the registry to take effect. Click **Finish** to close the wizard.

System Optimization

Use this wizard to adapt Windows to your specific needs.

Here, you can adapt the most important settings to your needs.



As soon as the wizard is opened, a message is displayed to tell you that the program needs some information about your system. Select the options that best describe how you use your PC from the lists. Under **Visual effects**, you can specify whether you prefer maximum performance and a simpler interface, or if you are willing to sacrifice a certain amount of performance for a more appealing appearance. Under **Use of the computer**, choose the option that best describes your computer. One option is for example “Computer with network or Internet connection”. Then click **Next** to continue.

The wizard now analyzes your complete configuration and prepares a list of optimization suggestions for **Visual effects** and **System configuration**.

Click a blue header to view detailed information on the suggested changes. You can reject individual suggestions by clearing the check box in front of them. Then click **Next** to apply the selected changes.

The module now makes all of the selected changes and displays a message when it has successfully optimized your

configuration. Note the message **Restart required**. Windows may have to be restarted for all of the changes in the registry to take effect. Click **Finish** to close the wizard.

Administer and Control

7

The TuneUp Utilities 2004 category **Administer and Control** offers three modules that help you get more control over your operating system.



You can use **TuneUp Process Manager** to view and, if needed, terminate all currently running applications and processes. You can also call up an overview of which files are currently being used by which programs, and how much of your system memory and processor are being used.

TuneUp Registry Editor takes a look inside the central Windows database and allows experienced users to quickly

and easily find keys and values, and to make any necessary changes.

TuneUp Uninstall Manager shows you all programs that are currently installed on your system and lets you remove unneeded programs.

TuneUp Process Manager

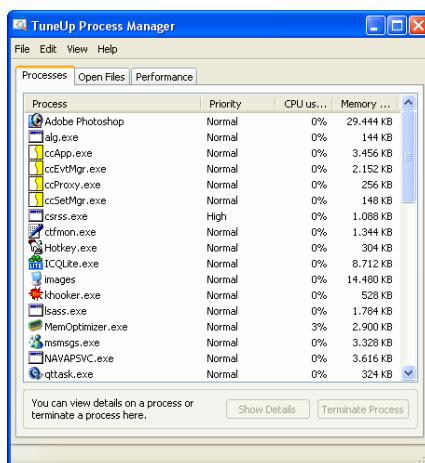
With **TuneUp Process Manager**, you have control over the applications that are running on your system at all times and can monitor your system activity.

You can find out how much memory is being used by any program, view details on running processes and terminate unwanted processes with a single mouse click. The module also offers live graphs for processor and memory usage and provides valuable information on what your computer is doing at any given time. This information is presented in three different tabs.

Processes

Once the module is started, all currently running programs and processes are shown in the **Processes** tab. The names of the processes can be seen in the table together with their priority and CPU usage. The module also shows how much memory is being used by each process.

It's hard to believe how many processes are running on a freshly started computer.



The screenshot shows the TuneUp Process Manager application window. The title bar reads "TuneUp Process Manager". The menu bar includes "File", "Edit", "View", "Help". The main window has three tabs: "Processes" (selected), "Open Files", and "Performance". Below the tabs is a table with the following data:

Process	Priority	CPU us...	Memory ...
Adobe Photoshop	Normal	0%	29.444 KB
alg.exe	Normal	0%	144 KB
ccApp.exe	Normal	0%	3.456 KB
ccEvtMgr.exe	Normal	0%	2.152 KB
ccProxy.exe	Normal	0%	256 KB
ccSetMgr.exe	Normal	0%	148 KB
ccss.exe	High	0%	1.088 KB
ctfmon.exe	Normal	0%	1.344 KB
Hotkey.exe	Normal	0%	304 KB
ICQLite.exe	Normal	0%	8.712 KB
images	Normal	0%	14.480 KB
Keyboarder.exe	Normal	0%	528 KB
lsass.exe	Normal	0%	1.784 KB
MemOptimizer.exe	Normal	3%	2.900 KB
mmsg.exe	Normal	0%	3.328 KB
NAVAPSVC.exe	Normal	0%	3.616 KB
qtask.exe	Normal	0%	324 KB

At the bottom of the window, a message says "You can view details on a process or terminate a process here." with "Show Details" and "Terminate Process" buttons.

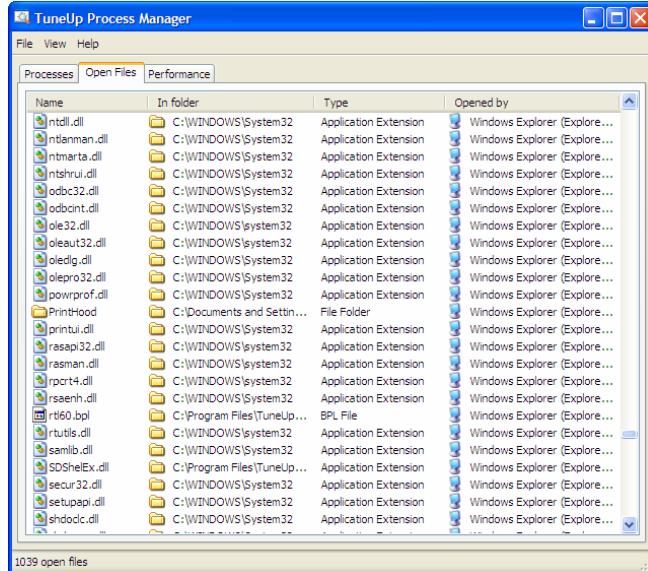
If you wish to view more information on an application or a process, you can select it in the list and then click **Show Details**. Click **Terminate Process** to close a program. This is

a somewhat drastic measure, but is sometimes necessary to close a program that has hung, or if you want to stop an unwanted dialer.

Open Files

The **Open Files** tab provides an overview of all files and folders that are currently open on the computer, including information on the file type and location and which process is currently using the file.

The (not so) wondrous list of files



The screenshot shows the 'Open Files' tab of the TuneUp Process Manager. The window title is 'TuneUp Process Manager'. The 'Open Files' tab is selected. The table has columns: 'Name', 'In folder', 'Type', and 'Opened by'. The 'Opened by' column shows that most files are opened by 'Windows Explorer (Explore...)'. The 'Type' column indicates file types like 'Application Extension' and 'File Folder'. The 'In folder' column shows the file's location in the file system, mostly within 'C:\WINDOWS\System32'. The bottom of the window displays the text '1039 open files'.

You should not be surprised when some files are shown in the list more than once. Files and folders can be opened by more than one process at the same time. It is also normal when files that are obviously “open” cannot be found in the list. Applications like Microsoft Word and the text editor Notepad only open a file briefly to read its contents or to save it, but do not keep it open the entire time you are working on it.

Tip: When you try to delete a file and the computer tells you that it is currently in use, you can use this module to find out

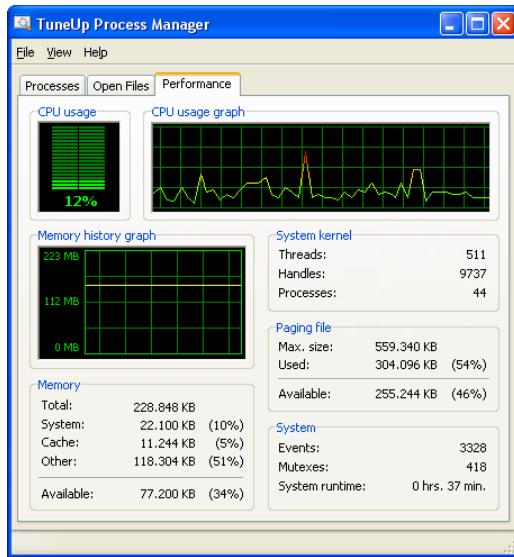
what process is using the file and terminate it. This will let you delete the file.

Performance

The **Performance** tab provides detailed information on the current status of your system.

You can view the current processor usage in percent, and a graph of the processor usage for the last several seconds. A similar graph shows memory usage for the last several seconds. You can also view the current usage of the paging file and the physical memory on kilobytes.

Keep an eye on your system in the **Performance** tab.



Menu Bar Functions

The menu bar at the top of the TuneUp Process Manager window provides you with additional functions.

Click **File** → **New Application** to open the Windows Run dialog, which you can use to start a new application or open a file.

Click **File** → **Exit Windows** to shut down or restart the computer so that new settings can take effect.

If you have selected a process in the list, you can click **Edit** → **Set Process Priority** to specify how much processing power Windows should assign to this process.

Replacing Task Manager

If you click **File** → **Replace Task Manager**, TuneUp Process Manager integrates itself into your system so that you can access the module by pressing **Ctrl+Alt+Del**, or by right clicking on an empty part of the taskbar and selecting Task Manager.

If you want to use the Windows Task Manager again, simply select the same menu item to remove the check mark in front of it.

Note: This function is only available for Windows 2000 and higher.

TuneUp Registry Editor

The Windows registry is nothing more than a large central database. Every hardware component and program that is installed makes entries in this database. With time, the registry gets increasingly larger and more chaotic.

The advantages of
TuneUp Registry
Editor

True experts who are looking for a suitable tool to delve deep into the Windows system and to adapt their configuration manually should use **TuneUp Registry Editor**. It not only offers an extremely fast search function, allows you to create any number of bookmarks and lets you go to any key via copy and paste, it also offers the protection of **TuneUp RescueCenter**, which means that you can undo your changes at any time.

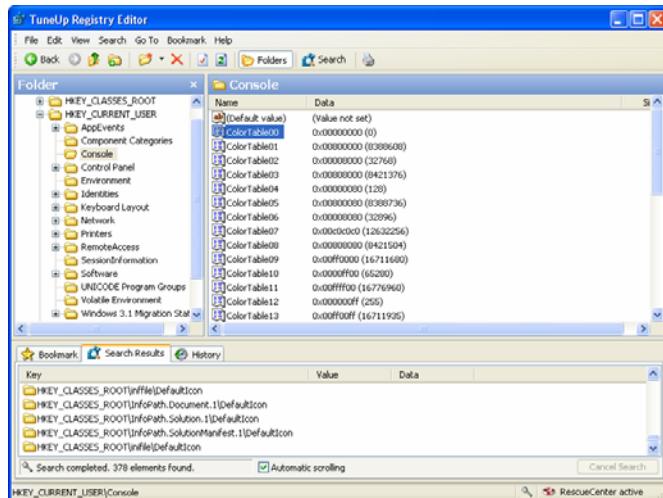
Usage

The registry is opened as soon as you start the module. The registry database consists of countless keys that are divided into different categories. The editor displays the structure of the registry in the form of a tree, with the individual keys on the left side of the window under **Folder**. Double click a key to display its subkeys. When you reach the lowest level of the hierarchy, the individual values will be displayed on the right half of the window, where you can edit them.

When you click a value with your right mouse button, a context menu opens with a number of different commands. **Delete** removes the entry from the registry. **Rename** lets you assign a new name to the key, and **Change** lets you change the value of the entry.

When you right click a key, the context menu that is displayed has a much larger selection of commands. One of the most useful commands here is **Search**, which allows you to look for words in the entire registry. **Set bookmark** lets you place a virtual bookmark. These bookmarks are shown in the lower third of the window under **Bookmark**, and you can go to any of these locations by double clicking the corresponding bookmark.

The main window



TuneUp Uninstall Manager

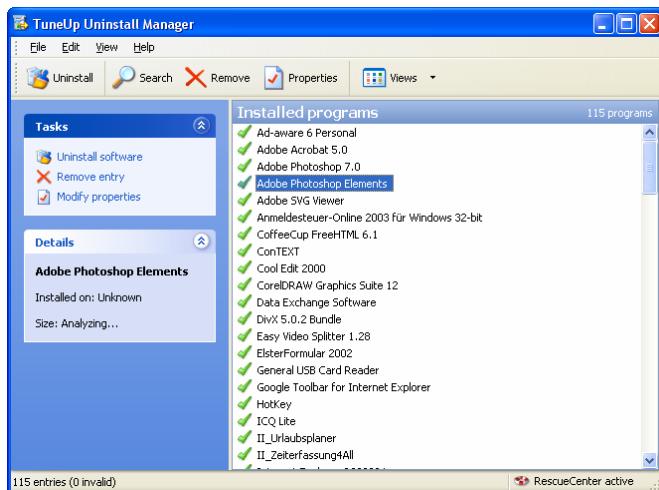
Every program that you install under Windows adds an uninstall entry to the system registry. This entry makes sure that the program is removed completely from your computer when you don't need it anymore.

TuneUp Utilities 2004 lets you clean up your computer and remove unwanted programs from your hard drive. All you have to do is open **TuneUp Uninstall Manager**.

Usage

When you start the module, it displays an alphabetical list of all programs, games and tools that have added an uninstall entry to the registry.

Select an entry in the list to view more information about the program.



If you no longer wish to use a program, select it in the list and click **Uninstall software** to remove it completely from your computer. This function only works when there is a green check mark in front of the program.

The uninstall program that starts is different from program to program, but one thing that they all have in common is that they not only delete the files from the hard drive, but also all

associated desktop icons, Start menu entries and keys in the registry. Follow the instructions in the program to finish the procedure.

If there is a red X in front of a program instead of a green check mark, this means that no uninstall program was found for the software. In this case, you can delete the entry from the registry by clicking **Remove entry**, as it has no function.

File recovery and Destruction

8

The modules in the **File recovery and Destruction** category help to protect your data and your privacy. These two TuneUp Utilities 2004 modules are ready to help you protect and securely delete your important data at any time.



Whenever you want to dispose of sensitive documents in the office, you normally use a shredder instead of simply throwing them away. The risk that someone could take the documents out of the trash and make use of them would be too great.

The module **TuneUp Shredder** lets you safely remove sensitive data from your computer. And thanks to the secure deletion method of the US Department of Defense, you can delete your data so effectively and securely that even the cleverest of data thieves can't recover it.

TuneUp Undelete does exactly the opposite. You can use this module to recover accidentally deleted files and folders, even if they are no longer in the Recycle Bin. Unless TuneUp Shredder got to them first, of course.

TuneUp Shredder

When you delete a file in Windows, it will probably be moved to the Recycle Bin. Anybody can get a file back out of the Recycle Bin. For this reason, many users empty the Recycle Bin regularly, or delete their files without moving them to the Recycle Bin.

But you should know that Windows does not really destroy a file when it deletes it, its entire contents are still located on the hard drive. Windows simply marks the file as “deleted” in the file system, and the disk space occupied by the file can be used to store other data. But as long as nothing is saved in the area occupied by the deleted file, this “lost” file can be found and recovered easily with a program like **TuneUp Undelete**.

What does TuneUp Shredder Do?

TuneUp Shredder makes sure that no data thief can get his hands on your sensitive data. The tool deletes files permanently, with no chance of recovery. And if you wish, you can even use a deletion method that was developed by the United States Department of Defense, which overwrites files with certain number patterns multiple times before deleting them, so that their contents are securely destroyed.

Usage

What do you want to delete?

Once you start the program, a wizard opens that asks you if you wish to delete individual **Files**, entire **Folders** or the contents of the **Recycle Bin**.

Files: When you select this option, the next window will show an empty list to which you can add files that you wish to delete.

Folders: When you select this option, you can select the folder that you wish to have deleted along with its entire contents in the next window.

Recycle Bin: Select this option when you want to shred the contents of your Recycle Bin. You can review the contents of the Recycle Bin before deletion in the next window.

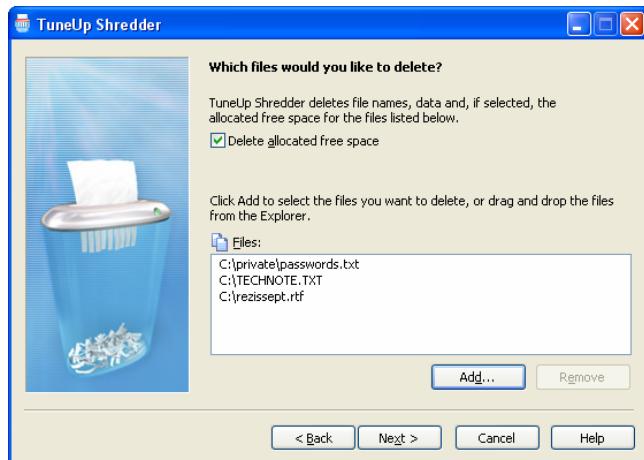
Select the desired option and click **Next** to continue.

Deleting Files

Drag and drop the files you wish to delete from the Explorer into the **Files** list, or click **Add** to select the files in a file browser.

When **Delete allocated free space** is selected, the Shredder will also overwrite the free space that has been assigned to the selected files.

Select the files you want to delete



Click **Next** to confirm your selection.

Deleting a Folder

Enter the complete path of the folder you wish to delete in the **Folder** box, or click **Select** to select the folder from a tree view.

When **Delete allocated free space** is selected, the Shredder will also delete the free space that has been assigned to the files in the selected folder.

Click **Next** to confirm your selection.

Deleting the Contents of the Recycle Bin

In this step, you can view the contents of your Recycle Bin by clicking **Show Contents**. All files and folders in the Recycle Bin will be deleted.

When **Delete allocated free space** is selected, the Shredder will also delete the free space that has been assigned to the files in Recycle Bin.

Click **Next** to confirm your selection.

Selecting the Deletion Method

How securely do you want to delete your files?

In this step, you must specify how the selected files or folder should be deleted. Select one of the two methods under **Deletion method**.

Quick delete: The files will be overwritten with a single character. The files no longer contain the original text, but endless columns of a single letter.

Secure delete: A method that was developed by the US Department of Defense (**Regulation DoD 5220.22M**) is used. The files are overwritten with special data patterns multiple times before deletion, thereby destroying the original contents so effectively that even expensive examinations of the magnetic structure of the disk in a special laboratory cannot recover the data.



How many times should the deletion operation be repeated?

Under **Repeat the delete operation**, specify how many times you wish to have the selected deletion method repeated. The security of the deletion can be enhanced further by increasing the number of repetitions, but the time required will also increase.

Click **Next** to start deletion. Please wait until the program is completed. If you do not wish to delete any other files or folders, you can close the wizard by clicking **Finish**.

If you wish to delete additional files or folders, click **Back**.

Shredding a File After Deletion

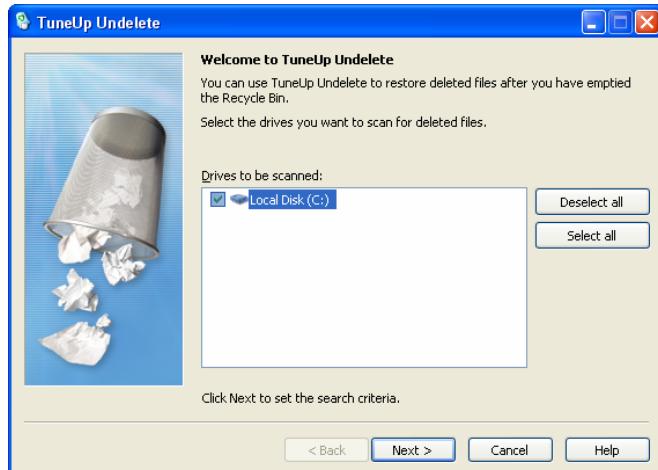
If you have already deleted a file by “normal” means, the only way to reliably destroy it is by using a special tool that overwrites all free space on your drives.

Tip: When you defragment a drive, any deleted files are normally overwritten in the process and cannot be recovered afterwards.

TuneUp Undelete

It has happened to everyone. You delete a file accidentally, and you can't find it in the Recycle Bin. And you don't have a backup, or the one you have is months old. This means that it's time for some serious tools.

With **TuneUp Undelete**, it is usually possible to recover deleted files and save your valuable work.



Usage

When you start TuneUp Undelete, a wizard is opened that takes you through the recovery process step by step. First, you must select the drives you want to search for deleted files under **Drives to be scanned**. The list contains all drives that are available on your system.

Only select the drive on which the files that you wish to recover were deleted. Click **Next** to go to the next step.

Enter Search String

On the next screen, the module allows you to narrow the search to make sure that you don't oversee your file in an endless list of deleted files.

It is practical to enter one or more words to search for, but this is not required.



You can enter the name of the file in the **Search criteria** box. You do not have to enter the *complete* file name here, a single word is usually enough to narrow your search. Or if you can only remember the file extension or part of the name, simply use a wildcard such as ***.doc** or **Picture???.jpg**. You can enter multiple search terms in the box, but you must separate them with a semicolon.

If you can't remember the name of the file at all, or if you want to search for all recoverable files, simply leave the search box empty.

Two additional options for narrowing your search down

There are two additional options that also let you narrow your search further:

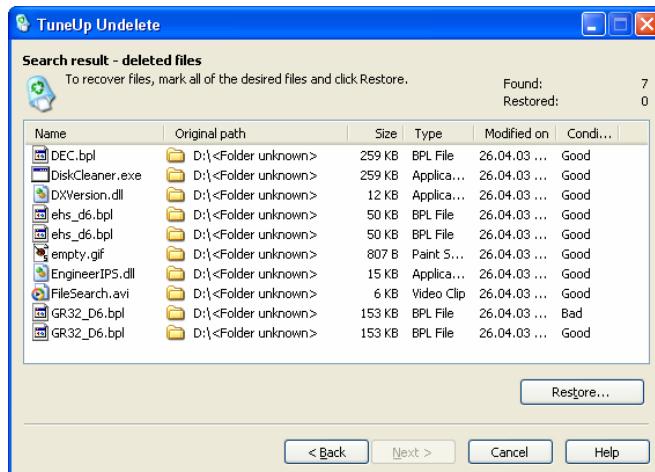
Option	Description
Don't show 0-byte files	All files that contain no data whatsoever will be ignored.
Show only files in good condition	Makes sure that only files with a good chance of being recovered are shown.

Click **Next** to begin searching for deleted files.

Search Results

TuneUp Undelete now scans all selected drives one after the other. The progress of the search is shown in the empty **Search results** box. The search may take some time, especially on larger hard drives.

Which files do you want to restore?



As soon as the search is completed, the module lists all available files that match your search criteria.

The table shows the file name, the original location, the file type and the condition of the file.

Don't worry if the first letter of the file name is missing for the files on FAT drives, Windows always deletes the first letter when deleting files on drives with this file system.

Recovering Files

If you find a file that you wish to recover in the list, click it to select it. You can select more than one file by holding the Ctrl key while clicking. Then click **Restore**, and the program will attempt to return the file to the normal Windows environment.

Once the files have been recovered, try to open them in the corresponding program. If the file can be opened, the recovery was successful. If not, then part of the file was already overwritten by another file. And that can often happen sooner than you think.

Data Recovery 101

Valuable tips for
better results

As deleted files have a rather short life expectancy under Windows, especially on the system drive where the paging file and many temporary files are located, you should normally attempt to recover an accidentally deleted file with TuneUp Undelete right away. The sooner you try, the better the chances that you will be able to recover the file.

Please do not install software for the recovery of deleted files on your computer when you have already deleted the file! When you install the software, you may overwrite the lost file forever. Even if you install the software on a different drive, temporary installation files may be written over the files you are trying to recover.

For this reason, data recovery software such as TuneUp Undelete should *already be installed and operational*. This way you have all the tools you need should something go wrong.

Deleting Sensitive Files the Right Way

Make sure that even
Undelete can't
recover your
sensitive files

Use TuneUp Shredder to permanently delete confidential files. This module ensures that files that it deletes cannot be recovered with TuneUp Undelete, by the military or professional data recovery companies.

If you have already deleted a file by “normal” means, the only way to reliably destroy it is by using a special tool that overwrites all free space on your drives.

Tip: When you defragment a drive, any deleted files are normally overwritten in the process and cannot be recovered afterwards.

Global Modules



9

Two general TuneUp Utilities modules can be found in the grey area beneath the title bar of the **Start Center**, TuneUp RescueCenter and TuneUp UpdateWizard.

TuneUp RescueCenter monitors all of the changes you make to your system with the other TuneUp Utilities modules and can undo these changes at any time if you wish.

TuneUp UpdateWizard saves you the trouble of searching for and installing updates for TuneUp Utilities 2004. A few clicks suffice to make sure that you have the latest version of this software.

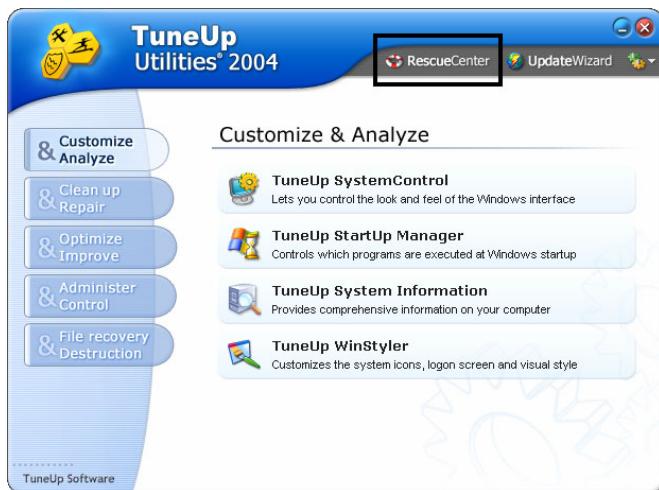
TuneUp RescueCenter

TuneUp Utilities provides you with a large selection of tools that you can use to optimize and customize your operating system.

It can happen that you fiddle with a setting or two that you should have better left alone when trying to improve your system. Or that you delete an entry in **TuneUp Registry Editor** that you need after all.

In this case, you will be happy to hear that TuneUp Utilities 2004 is also equipped with a lifeguard that can undo all of your changes if need be, **TuneUp RescueCenter**.

Your first aid kit:
TuneUp
RescueCenter



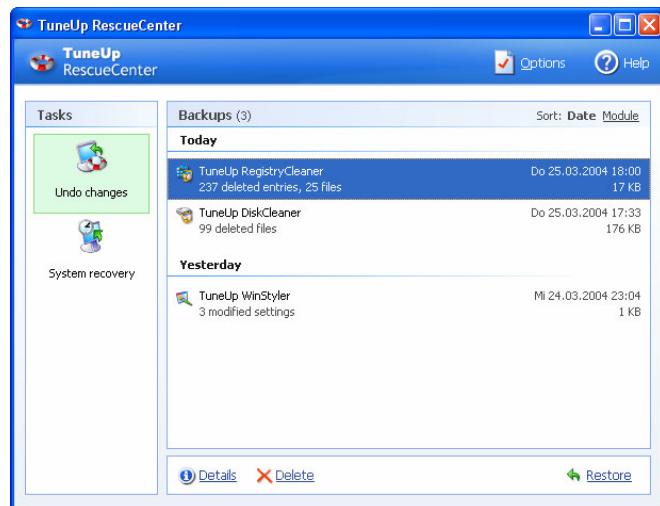
Open the Start Center. The TuneUp **RescueCenter** icon can be found in the dark grey area at the top of the window, directly beneath the blue title bar. Click the text **RescueCenter** to start the module.

Undoing Changes

If you wish to undo changes that you made to your system with a TuneUp Utilities module, make sure that **Undo**

These backups can be restored.

changes is selected under **Tasks** in the left side of the window.



TuneUp Utilities opens a chronological list of all backups on the right side of the window, broken down according to categories. Regardless of whether you cleaned the registry or your hard drive with TuneUp Utilities, all changes can be found here.

Next to each entry, you will find the date and time of the action, as well as the disk space used by the deleted objects or entries. You can also see which TuneUp Utilities module was used to make the changes and how many changes were made.

What you can do with the backups

Select an entry and click **Details** to view a log of the changes made.

Click **Restore** to return the system to the configuration it was in before the backup was made. If more than one backup is available, a dialog will be displayed in which you can opt to undo all changes made since the selected date. This can be especially useful when you cannot remember exactly which TuneUp Utilities module you used to make a change, but know when everything functioned properly last.

Configuring
RescueCenter
protection

Click **Delete** to remove a backup from the list permanently, but only if you are certain that you will not need the backup in the future.

Click **Options** in the blue bar to open the configuration window for the RescueCenter. Here, you can specify how long backups should be kept and when they should be deleted automatically to free up disk space. You can also deactivate RescueCenter protection for individual TuneUp modules.

Tip: Do not limit the RescueCenter too much only to save disk space. The protection offered by this module may be the only way to fix problems in some cases, and is more important than a few extra megabytes on your drive.

System Recovery

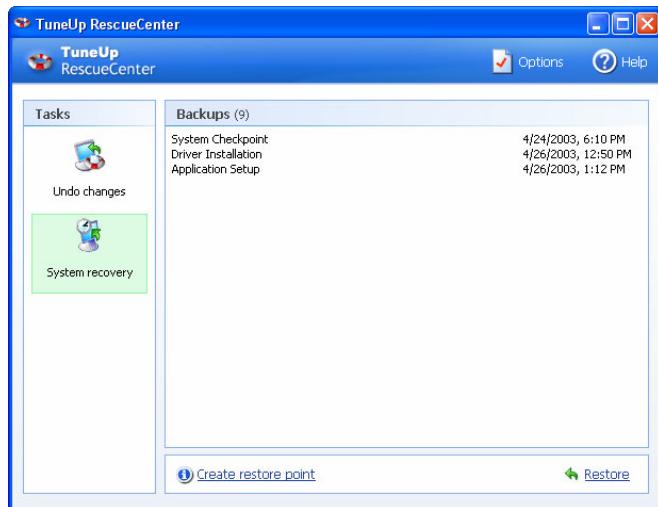
You can even use TuneUp RescueCenter to undo changes that you did not make with TuneUp Utilities, but with other programs. This is made possible with the help of the Windows XP system recovery function.

Windows XP regularly creates system restore points. If your system stops functioning correctly, you can roll your system back to one of these restore points at any time. This brings the computer back to the state that it was in when the restore point was created, undoing any changes made since then.

Go to **System Recovery** to view all restore points.

If your system stops working as expected, all you have to do is select an entry in the list (the latest possible when your system worked properly) and click **Restore** to activate the backed-up configuration. You must restart your computer for this.

A large number of restore points can normally be found here.



Saving your own restore points

If you wish to create a restore point of your own so that you can return to a specific configuration at any time, click **Create restore point** and enter a description in the dialog that appears.

TuneUp UpdateWizard

TuneUp Utilities are being continually enhanced and improved. New functions are added to modules, errors are corrected, and some tools need to be continually adapted to the advances in technology.

Update your product regularly



TuneUp UpdateWizard automatically checks for a new version of TuneUp Utilities by contacting the TuneUp server over the Internet. And if an update is available, these files are very small and can be downloaded quickly.

Run TuneUp UpdateWizard regularly to make sure that you always have the latest version of TuneUp Utilities. The module can be found in the gray area at the top of the Start Center. Simply click the text **UpdateWizard** to open the module.

Usage

Welcome to TuneUp UpdateWizard. You can use this module to make sure that you always have the latest version of your TuneUp product. But in order for the program to do this, you must tell it what kind of Internet connection you have.

Select your connection.



Normally, the program detects the correct connection automatically. But if this is not the case, select a connection from the list.

If your Internet connection cannot be found in the list at all, you have two possibilities. If you are always online (for example over a network), select **Permanent connection to the Internet**. If you always establish a connection to the Internet yourself, select **Start connection manually**.

If you access the Internet over a network, you may have to configure the **Proxy settings** in order for the connection to function properly. This is normally not necessary, as the module uses the same settings as Internet Explorer. That means that TuneUp UpdateWizard will work if you can surf the Internet with Internet Explorer.

Click **Next** to check for updates.

Installing Updates

The module will now establish a connection with the Internet and check if new updates are available. This may take a few seconds. The wizard shows a list of all updates that can be downloaded.

Click **Next** to install the updates in the list. When all updates have been installed, click **Finish** to close the wizard.

Glossary

**10****Access permissions**

The assignment of specific rights to users so that they can access shared data and resources in the network. Access permissions are managed by the network software.

Administrator

Designation for the person responsible for managing a network. He has unlimited access permissions and is responsible for maintaining and managing all of the hardware and software in the network.

Anti-aliasing

Also called font smoothing. A method employed to reduce pixel stepping in slanted and curved lines. These “steps” are smoothed out through interpolation, which is the inclusion of additional colored pixels to create the image of a smooth line. This can also cause lines to appear wider.

Application

A piece of software designed to fulfill specific tasks and to create documents, for example word processors and spreadsheet programs.

Benchmark

A measure for comparing performance for hardware, software or for services.

BIOS

Acronym for “Basic Input Output System”.

Bit

Short for “binary digit”, the smallest unit of information in the binary number system. Corresponds to one storage cell. A bit can either have the value 0 or 1. Eight bits are equal to one byte. The terms “bit” and “binary digit” were coined in 1946 at Princeton University by the mathematician John Tukey, one of the most important statisticians of the 20th century. Tukey had a particular talent for coining terms, he also created the term “software”.

Byte

A byte is the smallest addressable unit of memory. It consists of eight bits. As a bit can have one of two values, one byte allows 256 combinations (two to the power of eight), and can therefore represent 256 different conditions or characters.

Cache

A fast form of memory that temporarily stores data for rapid access. There are different kinds of caches:

- Caches that store data from main memory in the immediate vicinity of the CPU (L1/L2 cache).
- Caches that store data from the hard disk in the main memory (such as Smartdrive or smartdrv.exe).
- Caches that store data from slow CD-ROM drives on the hard disk.

The hard disk cache stores write and read accesses in the disk hardware. Depending on the model, a hard disk sold in 2000 has a cache between 128 and 4096 KB; EIDE disks frequently have a 512 KB cache, while SCSI disks often have a 1024 KB cache. As the algorithms used vary in their effectiveness, a larger cache does not necessarily make a disk faster. If the data in the cache is needed again, the cache accelerates operations because the data does not have to be read from the slower disk again.

ClearType

ClearType, introduced by Bill Gates at Comdex in Las Vegas in autumn 1998, is designed to dramatically improve the readability of text on all screen types, including simple screens. ClearType does not only use whole pixels for display, but also uses invisible subpixels when calculating the display of the screen contents. This technology can be used on desktop computers and PDAs (personal digital assistants) or electronic books. Dick Brass, vice president of Technology Development at Microsoft, claimed that ClearType makes economical screens look like expensive ones, and makes expensive screens look like paper.

Clipboard

A special area in the main memory that is used by programs and operating systems like Windows to temporarily store information so that it can be copied or moved to other documents.

The terms in this glossary have been used with the kind permission from the online dictionary “ARCHmatic-Glossar und -Lexikon” (www.glossar.de) by Alfons Oebbeke and adapted by Carsten Scheibe.

Color depth

The amount of information used to describe the color of a pixel. One bit can only have one of two states, on or off (1 or 0). Expressed in colors, this is either black or white. An 8-bit color depth allows 256 colors. At least eight bits per color are required for high-quality images. In 24-bit color, three color channels are used (for example red, green and blue), meaning 3×8 bits or $256 \times 256 \times 256$, for a total of 16.7 million colors.

Cookies

A cookie is a small file with text information that must be initiated by the author of a website and that is then copied to the local computer by the Web server through the browser in regular intervals.

CPU

Short for “central processing unit”.

Cursor/pointer

A special element on the screen, called the cursor when working in text and the pointer when working with a mouse. This display element can be moved with the mouse, the arrow keys or a digitizer and is used to enter text or graphical information at a specific point or location.

Data medium

A medium for the permanent storage of data. These include diskettes, CD/DVD-ROMs, hard disks, magnetic tape and other devices.

Defragmenter

A program that changes the location of data elements on a disk so that individual files are saved at a single location for faster processing.

Desktop

A general designation for the area in Windows that is normally seen first after a user logs on. Icons can be saved here, and this area also includes the Start menu, the taskbar and the notification area next to the clock.

Device driver

A special program that controls devices and expansion cards, expanding or adapting the operating system.

Dialog

A set of associated options that are shown on the screen in the form of a window or box in which settings can be configured.

Dial-up network

This Windows function allows computers to create or access networks by means of modems, ISDN adapters and DSL modems, for example. This function is also used to access online services.

DLL

Acronym for “dynamic link library”. DLLs are special program routines that are not loaded from the program library until they are actually needed. This reduces the amount of main memory occupied by a program.

Drag and drop

This method of interaction in Windows (originally developed by Apple) allows, for example, part of a text document to be marked with the mouse, after which it can be pulled into a different window by clicking the selected text with the left mouse button and releasing the button when the pointer is over the desired location. The selected text is then inserted at the location of the mouse pointer. This is called dragging and dropping, and is the easiest way to exchange data between programs or to move objects within a user interface.

Driver

A program that integrates peripheral devices into the system so that they can function properly.

FAT

Short for “File Allocation Table”. The operating system stores the exact locations of all files on a disk in this file.

File allocation table

Called FAT for short, this is a special file that is used by the operating system to store all information about the exact location of all files on a disk.

File attribute

The attributes that can be assigned to a file depend on the operating system. MS-DOS, for example, supports the following attributes: archive, read only, system and hidden.

File extension

A suffix at the end of a file name, located after the dot. Many programs identify the file type by means of this extension, for example files with the extension “.doc” are normally associated with Microsoft Word.

File format

A specification of how texts, images, etc. are stored in a file. Depending on the file format, images can also be stored with alpha channels. Some formats also compress image or music contents.

File name

The complete designation of a file, consisting of the name of the file itself and a file extension after the dot.

File type association

A logical connection in Windows between a file extension and an application. This makes it possible for the associated program to start automatically when opening a file (by double clicking it).

Fragmentation

Normally, all data in a file is saved in consecutive clusters on the disk. But this is only possible when there is sufficient contiguous free space on the disk. If this is not the case, individual files are broken up and written to the disk in individual clusters. Files saved in this manner are called fragmented files. As the disk's read head requires more time to seek all of the individual fragments, the loading of such files takes longer. For this reason, it is sensible to defragment your hard disk from time to time so that each individual file is saved at a single location. This is called defragmenting and should be completed at least once per month if the computer is used on a daily basis.

Frequency / clock rate

The frequency of a processor indicates at how many processing cycles per second it performs its work. The processor frequency is an important factor in the overall speed of the computer. The industry has differentiated between internal and external clock rates since the introduction of the Intel 486DX2.

The internal frequency, also called the CPU frequency, designates the speed at which commands are executed within the CPU. The more megahertz, the faster the CPU.

External frequency
The external frequency is the speed of the front side bus (FSB) and specifies the speed at which the processor can access the main memory (and the L2 cache, if present). The speed of the FSB is governed by the motherboard.

Hot key

A special key combination that immediately starts a pre-defined command or process.

Icon

Icons are pictograms that serve as visual labels in graphical user interfaces and are used, for example, to open programs.

ISDN

Short for “Integrated Services Digital Network”. ISDN is a digital telecommunications network that can be used for normal telephone calls, remote data transmission, faxing and other services such as video conferences. ISDN offers significantly higher bandwidth than the standard analog telephone network. ISDN is an international standard that should be applied to all existing and future networks. An ISDN line consists of two basic channels, each of which can transmit 64 kbytes, and a control channel operating at 16 kbytes.

LAN

Short for “local area network”. Distinct from a WAN (wide area network), which connects workstations and networks separated by greater geographical distances. In this sense, “local” refers to a common location, such as a company facility or a room.

Network

A group of computers connected by various types of cables or radio connections that share common resources such as data and peripheral devices. A network often includes a special computer (server) that only manages the common data, and which is accessed by all other workstations. The two principle kinds of networks are LANs, which are used within a single location, and WANs, which are used for example by multiple branches of an organization in different cities or countries.

Operating system

Operating systems are currently the most important piece of software on a computer. No computer can run without an operating system. The operating system processes the data entered by the user, manages the saved files and controls all connected devices such as printers and hard disks. At the same time, it serves as the basis for applications such as word and image processing programs, which could not run without the framework of the operating system. The development of MS-DOS and Windows allowed Microsoft to assume a dominant position on the computer market. While DOS is largely limited to command line operations using a keyboard, Windows allows the user to control a graphical user interface with the mouse.

Paging file

A (frequently temporary) file that modern operating systems such as Windows and OS/2 create on the hard disk to temporarily save information that is located in the main memory but that is not needed at present. A paging file (also called a swap file) is necessary when all of the data to be processed cannot fit in the main memory of the computer.

Parallel interface

A port on the computer that supports data transmission over eight channels (and therefore the simultaneous transmission of eight bits), unlike a serial port. Parallel ports are also called “Centronics ports”. A parallel port is normally used to connect a printer to the computer.

Partition

A defined section of a hard disk that can be accessed and handled as a separate drive.

Password

An individual string of characters that allows a user to access a computer system or network.

Path

A path indicates where a file is saved on a drive. For example, the name of a picture file is “logo.bmp”, and this file is

located in the folder “Windows”. This folder is located on the drive that is labeled with the letter “C”. The path of this file would be “C:\Windows\logo.bmp”.

Performance

In computers, performance expresses the speed of the system in executing commands or programs.

Peripherals

This term refers to all devices that are connected to a computer, such as screens, keyboards, disk drives, printers, etc.

Permanent paging file

A special paging file in Windows that always occupies the same location and that is stored in a contiguous area on the disk. This results in improved speed in the management of the system’s virtual memory over a temporary paging file.

Processor cache

Temporary memory that is integrated into the processor itself. Data is stored in this memory so that the processor does not have to wait until it is fetched from the slower main memory of the computer. This allows the processor to work faster.

Prompt

The symbol used by MS-DOS to tell the user that the program is ready for input. The prompt normally consists of the drive letter and the greater than sign (“>”).

RAM

Short for “random access memory”. This refers to the physical main memory of a computer.

Random access memory

Fast memory (also called main memory) that can be read from and written to as needed. The contents of this memory are lost when the power is switched off.

Refresh rate

This indicates how many times per second the screen picture is recreated. The higher this rate, the less the screen flickers. As the human eye perceives relatively slowly, and due to a degree of ghosting, the constant recreation of the screen picture is no longer perceptible above a certain rate, and is perceived as a still image. Unlike televisions with their rapid movements and frequent scene changes (where the flickering is not noticeable), computers most frequently display still images and require a higher refresh rate. Many occupational safety and standards agencies require a minimum refresh rate of at least 75 Hz to ensure a flicker-free picture. In comparison, the refresh rate of a television is only 25 Hz. This value also depends on the sensitivity of the user's eyes, with some individuals perceiving no flicker at rates of 70 Hz, while others perceive flickering at refresh rates up to 85 Hz.

The refresh rate for newer TFT/LCD monitors is normally 60 Hz, as the picture on these types of monitors is permanently stable.

Registry

Also called the registry database. This is the name of the central Windows database that contains information on all installed hardware and software. Windows cannot function without the registry. It should be cleaned up regularly so that it does not become too large and slow the system down.

Remote data transmission

A collective term for the exchange of data between two computers separated by a greater distance, for example between an architect in New England and an engineer in California. Data can be transmitted over the telephone network, over the Internet or via FTP, among other options. In local networks (LANs), the term used for this is simply data transmission.

Resolution (graphics card/monitor)

Resolution refers to the number of horizontal and vertical picture elements (pixels) that make up a monitor image. In general, the higher the resolution, the more detailed the

appearance of the contents of the screen and the greater the area on the screen (“screen real estate”). In principle, the resolution of a graphics card depends on the amount of graphics memory, the refresh rate and the color depth. The higher the resolution, the lower the refresh rate and color depth. Graphics cards with 2 MB of memory can only display 256 colors at 1280 x 1024 pixels, while 16.7 million colors can be displayed at a resolution of 800 x 600.

Resources

The totality of all peripheral devices, memory and data that can be accessed from a computer or over a network connection.

Restart

Starting the computer again after it has crashed or has been shut down manually. Also required when installing some kinds of software or hardware.

Serial port

A port through which data is transmitted bit for bit. Serial ports on the PC are based on the RS-232 standard. The serial ports of a computer are also called COM ports, or communication ports. These are normally used to connect a mouse, a nullmodem cable and/or a modem to the computer. Especially when connecting a modem, a COM port with a special module should be used, UART with FIFO, to allow higher transmission rates than with standard ports.

System file

Especially important files that are used by the operating system to store important information and settings. In the case of DOS, these are Config.sys, Autoexec.bat, Command.com, IO.sys and MSDOS.sys, for example.

System resources

Under Windows, system resources refers to the user and GDI subsystems. These are two memory areas that Windows needs to manage running programs and graphical elements.

Task

A step or program executed by the computer.

Task Manager

A system program in Windows that can be used to view the running programs, and to force them to quit if need be. The Task Manager is accessed by pressing Ctrl+Alt+Del in many Windows versions.

Taskbar

Part of the Windows user interface from which the most important program functions can be activated and where buttons can be found for all active applications.

Temporary files

Files that are needed for a short time to save data until the user or system is done processing it. Temporary files are usually deleted automatically as soon as the corresponding action or process is ended properly.

Temporary paging file

A paging file that is only created by Windows when needed. This file has a different size depending on the current needs of the system and is usually stored at a different location each time it is created (see permanent paging file).

True Type Font (TTF)

The invention of movable type by Johann Gutenberg brought about a revolution in printing by making economical text reproduction possible for the first time. Since the beginning of the DTP boom, print has again been undergoing a revolution that has been shaped significantly by True Type technology and PostScript Type 1 fonts. Both font technologies are not described in the form of dot patterns, but by means of vectors, which makes it possible to scale them without a loss in quality. The file extension for these fonts is .ttf.

Virtual memory

Also called disk swapping. The temporary relocation of currently unneeded data from main memory to the hard disk.

This is a mechanism to effectively increase the amount of available main memory.

Index

1-Click Maintenance	78	recovering	103
ActiveX and COM	61	recovery tips	103
animations	22	desktop and taskbar	35
Animations and Effects	21	disc start	
appearance		AutoPlay	33
button appearance	27	disk space	
desktop icons	51	low disk space warning	33
menus	22	effects	21
application paths	61	e-mail programs	30
AutoOptimize	73	error handling	35
categories	16	error reporting	35
change user name	36	Explorer	
check again	64	colors	24
Clean and Repair	57	navigation	24
cleaning		view	24
disks	65	Explorer bars	29
registry	59	file system	50
clean-up	→ <i>cleaning</i>	file types	22, 62
command prompt	36	files	
context-sensitive help	21	recovering	103
copy settings	37	shredding	97
correct problems	36	flashing buttons	27
cover tracks	31	folders	
Customize and Inform	18	options	24
data recovery 101	103	shredding	97
defragmentation	76	font smoothing	22
deleted files		fonts	62
finding	101	globale modules	105

glossary	113	preface	9
help files	62	privacy	30
history lists	62	processes	
icon packages	48, 49	show details	86
icons		terminate	86
discard changes	48	processor usage	73
replace	51	Recover and Erase	94
replace	47	recovering files	103
reset	48	Recycle Bin	
input options	25	shredding	98
installation	11	registry	
Internet Explorer	29, 31	editing	90
Internet optimization	80	search	90
Internet time	28	removing programs	92
introduction	15	repair	
logon		icons	52
automatic	32	Windows problems	36
logon screen	53	serial number	13
Manage and Control	84	shared files	62
media player	31	shortcuts	62
memory		shredding	
management	34	files	97
manual optimization	74	folders	97
optimize	72	Recycle Bin	98
usage	34	software	62
menus		remove	92
appearance	22	sounds	11, 61
New menu	23	special folders	36
operations	22	start and maintenance	34
minimized windows	28	Start menu	39, 51, 62
My Network Places	28	starting the software	15
network	28	startup	39, 61
Office Outlook	30	System Advisor	79
optimization		system elements	46
Internet connection	80	system optimization	82
system settings	82	system recovery	108
Optimize and Improve	70	system requirements	11
Outlook	→ <i>Office Outlook</i>	system start	34
Outlook Express	30	thumbnails	24
passwords	28	time synchronization	28

Index

tour	33	undoing changes	106
TuneUp DiskCleaner	65	updates	
TuneUp MemOptimizer	72	installing.....	111
TuneUp Process Manager.....	86	usage	
TuneUp Registry Editor.....	90	keyboard	26
TuneUp RegistryCleaner	59	mouse functions.....	25
TuneUp RegistryDefrag.....	76	mouse sensitivity.....	25
TuneUp RescueCenter.....	106	Start menu	26
TuneUp Shredder	96	taskbar	27
TuneUp StartUp Manager	39	user logon	32
TuneUp System Information.....	42	visual style.....	55
TuneUp System Optimizer	78	What's This?	21
TuneUp SystemControl.....	20	window tracking	25
TuneUp Undelete	100	Windows Media Player.....	31
TuneUp Uninstall Manager.....	92	Windows tour	33
TuneUp UpdateWizard	110	wizards	
TuneUp WinStyler.....	45	copy settings	37
UDMA66	33	correct problems	36